

BOARD OF DIRECTORS
D. Craig Anderson
Orville Downer
Randall Franke
Gary Tiffin

CHIEF OF AUTHORITY
J. Kevin Henson



FOUR CORNERS STATION
MIDDLE GROVE STATION
PRATUM STATION
MACLEAY STATION
BROOKS STATION
CLEAR LAKE STATION
LAMBISH CENTER STATION
COLLEGE STATION
TURNER STATION

WILLAMETTE VALLEY FIRE & RESCUE AUTHORITY
BOARD OF DIRECTORS
MEETING MINUTES
January 14, 2010
7605 3rd St SE, Turner
6:30pm

Meeting called to order at 6:30 pm by President Downer. In attendance were board members Randy Franke, and Gary Tiffin. Board member Craig Anderson was ill and unavailable. Also present were Chief Henson, AC Remy, AC Robinson, BC Wineman, Ken Morin, Bob Palmer, Andrea Batchelor, Renee Palmer, Audrey McClaughry, Bob Gerig, Cindy Brammer, Sherry Mulhern, Tim Rosgen, Lance Masterson (Keizer Times), Capt. Kris Boyer, Capt. Paula Smith, Rebecca Shivers-Singleterry, Capt. Scott Smith, Kathy Puckett, Mick Linder, Lt. Don Zielinski, Lt. Joe McNarie, Capt. Dave Lawton, Jordan Donat, Kris Williams, Dustin Baum, Mike Anderson and Anna Kraemer (recording secretary).

AGENDA: Approved as amended.

MINUTES: Minutes of December 19, 2009 submitted for approval. Motion to approve by Director Franke. Seconded by Director Tiffin. Approved as submitted. Unanimous.

FINANCIAL REPORTS: No discussion

AWARDS, PROCLAMATIONS, OUTSIDE VISITORS:

PUBLIC INPUT:

1. Renee Palmer addressed the board and read a letter into record. Ms. Palmer stated that the Board indicated that questions from the public are discouraged. She furthered that the public is responsible for asking questions and holding the board accountable for their actions. Director Franke responded by stating that he was unsure what was said that led Ms. Palmer to the conclusion that public input was unappreciated. He furthered that public input is valuable and appreciated.
2. Andrea Batchelor addressed the board and read a letter into record. Ms. Batchelor stated that her request for public records submitted in November was responded to with a statement of anticipated costs of \$975 to produce those records in the requested format. She furthered that she wished to proceed with the request and submitted the amount of \$975 to the recording secretary. A receipt was provided.

INDIVIDUAL / ORGANIZATIONAL INPUT:

1. Volunteer Association: Tim Rosgen reported on a newly elected board of the Volunteer Association: Steve Weltz, President; Billy Rogers, Vice President; Steve Wiesner, Secretary. The treasurer position remains vacant. The Association E-board is working on developing a purchase order process for use. The Brooks

Breakfast is scheduled for March 13-14. Sweetheart Banquet is scheduled for February 13.

- a. Director Downer asked if there had been any progress on the Volunteer Association audit. Tim Rosgen responded that they were working on the audit. He stated that Brian Cottings was looking for someone to perform the audit.
2. Union Report: Local 2557: Capt. Kris Boyer read a statement into record. He stated that the executive board had attended a 2-day training seminar and that meetings are in process of being scheduled with management in regard to relationship issues. The local has been meeting with the board liaison regarding ongoing concerns. Mediation has concluded on the QTOD MOU and it has been ratified by the local. Two arbitrations have been scheduled; one is scheduled in February another will take place after May. He furthered that the local was not aware that their appointee was not selected to serve on the WVFRA way committee until the day of the meeting. He stated that the union wishes the selected committee success moving ahead. Capt. Boyer added that the Union honors and respects Deputy Chief Palmer and Assistant Chief Jung's years of service with the District and their continued interest to remain involved.

CHIEF'S REPORT:

1. District specific issues will be addressed at those individual board meetings next week.

OLD BUSINESS:

1. Chief's evaluation process. Director Tiffin proposes that the board prepare the evaluations individually and then meet to discuss as a group.
2. The WVFRA Way charter committee met for the first time this month. Chief Henson attended the first meeting, though he will likely not attend all committee meetings. He will serve as an ex-officio member. The committee did a good deal of work at their first meeting and will meet again on January 19th. AC Remy commented that there is much work to do and he is optimistic. Director Downer stated that Bob McCarthy did a great job facilitating.
3. Personnel Policies and Procedure manual has been in draft form for several months. The recommendation is to adopt the manual in its current form and amend individual policies as needed. The draft Professional Conduct policy is not included in the current form and may be added at a later date. Director Franke supports moving forward with this as a working document. The three statements on page 1 clarify that the CBA will trump where policies conflict, as will the Civil Service Rules. **Director Franke** made a motion to approve the Personnel Policies and Procedures manual as presented, dated January 2010. **Seconded by Director Tiffin**, Unanimous.

NEW BUSINESS:

1. A spreadsheet of ongoing legal expenses has been updated and provided. The format provided is an attempt at transparency for these fees.

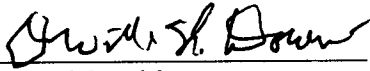
2. QTOD MOU program renewal was agreed upon and approved by the Union and management as a result of mediation on December 22nd. The MOU will result in a staffing change of QTOD personnel from M95 to M31 at the mutual benefit to the individual and to the Authority. The move to M31 from M95 will not affect the payor mix of either MCFD or TFD. **Director Franke made a motion** to ratify the QTOD program renewal MOU as signed by the Union and Management. **Seconded by Director Tiffin.** Unanimous.
3. New firefighter/engineer personnel have been offered conditional offers of employment. The number one candidate from the civil service list is Mike Willcutt who is a current QTOD volunteer and resident volunteer at Station 6. Number two on the list is Jon Kettering who served as a temporary employee last year. Both candidates have accepted the conditional offers. Orientation for these employees will begin January 25th; however the orientation will be reduced as both candidates are familiar with our processes and procedures.
4. SSI opt-out discussion at the December meeting was beneficial. Staff were polled and gave a majority direction to not opt-in to Social Security. Director Tiffin stated that he was prepared to move forward with the decision process, however he'd prefer to wait until Director Anderson is present as it is a major decision. Director Franke acknowledged the overwhelming support of staff to not opt-in to Social Security. He furthered that his concern is for the responsibility of the board to manage the fiduciary responsibility of the District. A decision by this board cannot bind future boards to making a contribution to an alternative plan outside of social security. The board will have two appointees, Directors Anderson and ~~Tiffin~~ ^{Franke} to meet with the committee to answer remaining questions about the SSI options over the next 30 days. The board will make a decision at the February meeting.
5. Chief Officer Contract Consistency. Between April and July 2007, a contract was created by the Battalion Chiefs as they came out of the union. The Assistant Chiefs created a similar contract thereafter. The chief officers have discussed creating a similar contract that will be uniform where appropriate and different where necessary. The chief officers will create a draft for review in the coming months. The board supports the idea conceptually and will discuss any substantive concerns.


GOOD OF THE ORDER:

1. Director Franke thanked the Union for their work toward reaching agreement on the QTOD MOU. He furthered that he appreciated the comment Capt. Boyer said at the beginning of his statement about the Union expecting to create a positive working agreement with WVFRA management. Director Franke stated that he appreciated the positive comment.

Adjourn: 8:00 pm

Next Meeting: January 14, 2010, 6:30pm at 7605 3rd St SE, Turner.


Gerald S. Down
Board President


Randall Franke
Board Secretary