

BOARD OF DIRECTORS
Orville Downer
Randy Franke
Ken Morin
Wayne Miller
Bernie Otjen

CHIEF OF DISTRICT
J. Kevin Henson



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

MARION COUNTY FIRE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Meeting Minutes
December 14, 2011
300 Cordon Rd NE, Salem
7:00 pm

The Board meeting was called to order at 7:00 PM by Director Randy Franke. Other board members in attendance were Orville Downer, Wayne Miller, Bernie Otjen and Ken Morin. Others present were Chief Henson, Assistant Chief Robinson, Bob Palmer, Jon Crow, Captain Zahn, Andi Batchelor, Kris Boyer, Mark Wiesner, Damon Frutos, Brad Eggen, Bob Gerig, Bill Walters, Orville Craig, Scott Seaton, Capt. Riley, Bill Sterett, Kris Williams, Jason Cox (Keizer Times), Kathy Puckett and Anna Kraemer (recording secretary).

Agenda: Move executive session topic to the front of the agenda. Add Clear Lake proposal under New Business. Approved as amended.

*7:03 pm - Adjourn for Executive Session: 192.660 2(f) To consider information or records that are exempt by law from public inspection. (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

*7:46 - Reconvene regular session

Minutes: Minutes of October 19, 2011. Approved as presented.

Proclamations, commendations, special report, visitors, and awards:

1. A letter of thanks was received for our participation in the jog a thon at Forest Ridge Elementary School.
2. Mary Eyre Elementary will be awarded a certificate of appreciation for their collection of over 4000 cans of food for the Toy & Food drive.

Public Comment (agenda items): None

Secretary/Treasurer Report: 911 tap-out service expenditures was explained. Nothing further to report.

Old Business:

1. The medic utilization report was provided and reviewed. Year to date new ambulance revenue calls total 404.
2. Capt. Zahn reported that 81 barrels were sent out for food collections in November and three toy drives are in effect for this year's Toy and Food drive. Barrels will be picked up on Friday this week and food will be sorted. This year more than 260 families will be served through this effort. Delivery will take place on Saturday. Capt. Zahn thanked

Melissa Northcutt for all of her hard work on coordinating this event over the past several years.

- a. Deputy Chief Gerig stated that there are 597 children under the age of 13 that are in need of help this season. Toy donations have been lower than previous years.

New Business:

1. Capt. Riley provided an oral and written report on the activities of the Training Division over the past year. He outlined the burn-to-learn training (seven in 2011) and stated that there will be 4-5 more in 2012 before June. The Training Division maintains 152 training files for MCFD, TFD, and WVFRA, as well as all training rosters for database records, grant information, and NIMS credentialing. A recruitment process is being developed for 2012 which includes a “fast track” component for new volunteers with prior firefighting experience. Partnership with Chemeketa Community College allows for 150 tuition credit waivers annually. Thus far 53 credit waivers have been issued to MCFD career and volunteer personnel for career development. These credit waivers have provided \$4,081 in education for MCFD personnel at no cost to the District. WVFRA has an accreditation agreement with DPSST that allows credentialing of our own personnel on the national curriculum level. This accreditation agreement has been renewed for 3 years and is a great benefit to our personnel to receive national accreditation in house through our Training Division.
2. The District is moving toward electronic patient charting ahead of the federal mandate that is coming. The FEMA grant awarded last year which paid for the Lifepak 15’s was also written to cover the expense of the electronic charting software.
3. The 911 consolidation conversation is ongoing between the three Public Safety Answering Point (PSAP) providers. The State has requested consolidations where possible to reduce statewide 911 costs. Santiam Communication and Norcom have an ORS 190 agreement in place and agencies are discussing how WVCC will fit into that model; who will provide governance is a consolidation occurs. Sheriff Meyers of the MCSO is leading the project. A Homeland Security Grant is being sought to fund the study of the implementation of a PSAP consolidation. This project is still at least a year from implementation.
4. The job description for Support Services volunteers has been under revision for some time through subcommittee. The last meeting to discuss revisions took place approximately 4 months. *Director Miller made the motion that the job description discussion be rekindled and a draft be provided to the Board in March. He furthered moved that the Board approve the payment of points at \$4/point for the 2011 year, realizing that this is a one-time points payment and will be revised for 2012 and future years. Seconded by Director Downer. Unanimous.* Directors Miller and Otjen to work on subcommittee moving forward.
5. Consideration of Local Option Levy (LOL) renewal. The .16/1000 levy has expired and the Board decided not to ask for a renewal in November 2011, stating that it should be discussed for the 2012 ballot. The next opportunity will be for the March/May 2012 ballot. The LOL at the .16/1000 rate bring in roughly \$319,000 in annual revenue.
 - a. Director Morin stated that in light of the current economy, now is not the right time to seek a renewal of the levy. Director Miller concurred.
 - b. *Director Otjen made a motion to seek renewal in May 2012 at .16/1000. Seconded by Director Downer.*

- i. Discussion: Director Otjen stated that the .16 keeps the level where it is and does not ask for additional monies from taxpayers. Director Miller stated that he would vote no at this time. Director Downer added that the .16 keeps the rate the same and does not ask for more; if the District does not ask for the renewal at this rate, it will likely never get it back. Director Franke stated that this was not the time to ask for more money given the present economy.
 - ii. *Vote on the motion fails. Aye: Downer/Otjen. Nay: Franke/Miller/Morin*
- 6. Director Franke commented on a proposal that was stated in the Keizertimes regarding the Clear Lake annexation issue. The proposal included the return of the Clear Lake ASA to Keizer Fire, a moratorium on annexation discussions for 5 years, and all legal actions to be withdrawn. The pending LUBA appeal is scheduled to be heard December 22nd. The decision could be remanded to City of Keizer before or after any vote on the annexation.
 - a. Director Franke stated that he could be in support of such an idea, as this is the same offer made by MCFD to KFD on numerous occasions. The legal fee expenses for both MCFD and KFD will continue to rise until this issue is resolved.
 - b. Director Miller proposed that the Board meet with the KFD Board to see if they are willing to sit down and discuss the other options: sharing the station, sharing ambulance revenue, etc.
 - c. Director Franke stated that if the \$75,000 in lost ambulance revenue to KFD as a result of terminating the service agreement is the underlying issue, MCFD could agree to return that to KFD in ambulance transport revenue. Chief Henson added that the payor mix for KFD has been requested multiple times and not received, so knowing what the actual lost revenue is as a result of the canceled agreement is unclear.
 - d. *Director Otjen made a motion to authorize the Fire Chief and Board President Franke to present an offer to the Keizer City Council to return the previously existing Ambulance Service Agreement with Keizer Fire contingent upon the cancellation of the withdrawal and annexation efforts of the Clear Lake area and a moratorium on annexation or withdrawal discussion or actions for a period of 5 years. Marion County Fire District would agree to drop all legal action arising out of these withdrawal and annexation issues. Marion County Fire District will not make changes resulting in a lower service level to all of Keizer and Marion County Districts. The motion was seconded by Director Miller. The vote was unanimous.*
- 7. Formal bargaining has begun. The first meeting took place last week and went well. The next meeting is scheduled for 12/29/11.
- 1. Chief Henson reported on the ASA Committee meeting. MCFD and Salem Fire Department, as well as TFD and Salem Fire Department, have come to logical agreement of how to handle these issues in the future, doing the right thing for the communities and agencies involved. Final ASA descriptions will be presented and a Marion County

government attorney has been assigned to the renewal process. Chief Henson reported that he has submitted the mutually agreed upon boundary changes to the Marion County Health Department. He indicated that he was particularly thankful for the negotiations and discussions with Salem Fire Department. Chief Henson again reported that Keizer Fire District had not requested any boundary adjustments and that the timeline for doing so had now closed.

Chief's Report:

1. The volunteer/career staff photo shoot went very well. Individual, group, and family photos were taken for personnel present at the event. A framed group photo was presented at the volunteer business meeting to all who participated.
2. Chief Henson reported that the District had joined the Keizer Chamber of Commerce at the suggestion of the council to become more involved in Keizer events. The first luncheon was held yesterday and MCFD was well received. Station 6 personnel assisted in the Keizer Jingle Dash and will also assist in the Festival of Lights parade with Support Services.
3. MCFD responded to a double fatal fire last week. The MCPFIT team was called in to assist in the investigation led by Alfredo Mendez. Joel Stein from Woodburn Fire responded and Keizer Fire sent their rehab trailer to the scene.

Individual Input:

1. Special Presentation: None
2. MCFD Volunteer Association: Capt. Zahn thanked the District for the opportunity to have the photo shoot. Volunteers have been busy with the Toy and Food drive and other holiday events. Volunteers assisted in the Keizer tree lighting ceremony and will work with the Santa hospital visit this Sunday, as well as the Santa escort on Friday night. Christmas Caroling is scheduled for Monday night. Capt. Zahn thanked Drew Kinnaman for cooking close to 80 pounds of turkey for the Monday night volunteer meeting. Volunteer elections were held Monday night. Dave Zahn will continue as President, Kris Kuenzi as Vice President, Zach Zielinski as Secretary, and Don Zielinski as Treasurer. Every station is represented on the board this year.
3. Local 2557: President Boyer said that he was disappointed in the vote not to seek renewal of the local option levy without first asking voters. He reported that the MDA Fill the Boot event did not raise as much as in previous years, but the event went well. Another smoke alarm campaign is set to take place in January at Chemeketa Mobile Village. Personnel are currently working with the State Fire Marshal's office to obtain more smoke alarms.

Division Reports: No discussion

Public Comment (non-agenda items): None

Good of the order:

1. Director Morin stated his appreciation for the efforts of the volunteers, not only during the food and toy drive but at community events throughout the year. This dedication is valued and appreciated and the volunteers always do a great job.

- a. DC Bob Gerig stated that many of the volunteers have been participating in these events between 25-40 years and stated that he hoped that the younger generation of volunteers would continue to keep these events going and remain involved.

Next Meeting: January 18, 2012, 7:00 pm, 4910 Brooklake Rd NE, Brooks.

Meeting adjourn: 9:47 pm

MCFD No.1 Board President

MCFD No.1 Board Secretary