



SOUTH LANE COUNTY FIRE & RESCUE
*“Making a positive difference in the community
Through service to others”*

November 15, 2018

7:00 p.m.

After due and legal notice, the Regular Board Meeting was called to order by Board Vice President Jennifer Radcliffe at 7:00 pm at Creswell City Hall located at 13 South 1st street Creswell, OR 97426.

PRESENT: Jennifer Radcliffe, Dan Duffy, Tom Munroe and Joel Higdon

ABSENT: Mike Caven

OTHERS PRESENT: Leesa Martindale, and Michelle Amberg

Agenda Approval/Adjustments:

- Cancel December 2018 Board Meeting
- Move January Board Meeting to the 24th

Minutes from previous meeting:

- Tom Munroe moved to approve the October 18, 2018 Regular Board Meeting Minutes. Dan Duffy seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

Motion Carried

Citizen Input- Public Comments on Items on or off the agenda:

Correspondence: We had 2 Thank you Cards

Old Business:

- **Emergency Operations Plans for the City of Creswell:** we need 2 originals so need more signatures. Leesa collected signatures and will work on getting President Cavens.
- **RFP EMS Billing Service:** Chief Wooten updated the Board and told them that he spoke with Special Districts and that we don't have to go out for an RFP we just have to get 3 bids which DC Raade is working on getting. Chief Wooten said we will select the quote that best fits the District.

New Business:

- **Cancel December 2018 Board meeting:** Joel Higdon made a motion to cancel December 2018 Board Meeting. Dan Duffy seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

Motion Carried

- **Move January Board Meeting:** Joel Higdon made a motion to move January 17th Board Meeting to January 24th. Dan Duffy Seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

Motion Carried

Treasurer's Report:

1. Financial statements presented for acceptance.
2. Bills presented for payment/approval.
3. Bank Statements review Umpqua and Banner Bank.

Mike Caven reviewed the Financials for October 2018 he said a couple of things popped up that warrants an FYI. Mike Caven emailed the following: OT call back is high he said he is sure this is to the Conflagration which Chief Wooten said yes it was and it will be adjusted back down. He also said the second thing is the Workers Comp, is the expense contained or should we expect to expend that line item as well? Chief Wooten advised the board that the payment was for the entire fiscal year.

Tom Munroe made a motion to approve and accept the Financial Statements for October 2018 and approve to pay the bills. Joel Higdon seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Mike Caven	Dan Duffy	Tom Munroe
AYES	x	x		x	x
NAYS					
ABSTAIN					
ABSENT			x		

Motion Carried

Items for Future Agendas:

- RFP Strategic Planning
- RFP EMS Billing Service
- RFP for Architect Design for Creswell Fire Station

Citizen Input: Public Comment on Items on or off the agenda:

Management Team Comments and Reports:

Chief Wooten:

- Chief Wooten touched on the RFP for Strategic Planning he said we will advertise and get 3 quotes for this.
- Chief Wooten touch on the Creswell RFP and said that he will reach out to the attorneys.
- Chief Wooten said the Holiday Dinner is on December 19th @6:00pm and December 1st is Breakfast with Santa
- Chief Wooten suggested that if the Board would like to get customary Sweatshirts or T-Shirts that is something, we can order for them so to think about it and we will discuss it at the next meeting.

Division Chief/Shift Commander Comments:

- DC Raade: Tomorrow is the Canned Food Pick Ups the food picked up in Creswell stays in Creswell and same goes with Cottage Grove the food stays in Cottage Grove.
- DC Raade: They are currently doing a Engineer Development Training that is going good.

Local IAFF: None

Board Member Comments:

Joel Higdon: Joel said that he really enjoys the updated that are put on the Facebook page.

Dan Duffy: Dan asked about the yearly Firetruck Rides that is on the calendar. Chief Wooten said that we do those at Walmart and it is to collect toys for the Toys for Tots program he said it is a lot of fun and offered the board to come down if they would like to get a ride.

Tom Munroe: Tom Munroe said he is so happy that this is help at SLCFR.

Meeting Adjourned at 7:22 pm

Next Meeting: January 24th 7:00pm at Station 201 Cottage Grove