



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

**February 15, 2018**

**7:06 p.m.**

After due and legal notice, the Regular Board Meeting was called to order by Board President Mike Caven at 7:06 pm at the Creswell City Hall located at 13 South 1<sup>st</sup> street Creswell, OR 97426.

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

**ABSENT:** None

**OTHERS PRESENT:** Leesa Martindale, Linda Adler, Michelle Amberg, and Kenneth Roberts.

**Agenda Approval/Adjustments:** We are going to add Counselor Roberts Application for the Budget Committee under old Business.

**Minutes from previous meeting:**

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

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

**Motion Carried**

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

- Tom Munroe asked Chief Wooten if we got anything from the Governor of CA for our trips down there. Chief Wooten said that we got a nice thank you via a video that you can see on the State Fire marshal’s website.

**Correspondence:** Thank you cards from California.

**Old Business:**

- **Creswell Station Committee:** Joel Higdon suggested we give the Chief the ok to have a drawing from Pivot Architecture updated to fit the Creswell Community Center property. Tom Munroe Seconded the motion.

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

**Motion Carried**

- **Strategic Planning:** Chief Wooten said so much has changed since the Master Plan was created. He said we could create another master plan or update the current one. This needs to be done on a long term and short-term basis. He said there needs to be a standards of cover goal setting meeting. Chief Wooten suggested that we have a retreat for the Board maybe a half day so the Board can prioritize and set goals sometime in April.

**New Business:**

- **Budget Committee Member:** We received one application for the Budget Committee position. Kenneth Roberts was our applicant he is a current member of the Cottage Grove City Council and was on the Cities Budget Committee the year before. Kenneth said that he looks forward to being on the Budget Committee for SLCFR and that he has always supported and loves the Fire District. Tom Munroe moved to accept Kenneth Roberts to the open Budget Committee Position and Joel Higdon seconded the motion.

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

**Motion Carried**

- **Back Ground Investigator:** Chief Wooten advised the Board that our current Background Investigator that we use would like us to make a position so she can be considered an employee of the District. He said he would work up a job position for her. There was some discussion about being a contractor verses an employee. The Board was all in agreement that we should make her a contractor for the District and not an employee. Chief Wooten will reach out to Special Districts to confirm.

**Treasurer’s Report:**

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

Tom Munroe reviewed the financial statement for January 2018.

Tom Munroe made a motion to approve and accept the Financial Statements for January 2018 and approve to pay the bills. Jennifer Radcliffe seconded the motion.

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

**Motion Carried**

**SOG J-1 Revision Second and Final Reading:** Tom Munroe approved SOG J-1 on final basis and Joel Higdon seconded the motion.

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

**Motion Carried**

**Items for Future Agendas:**

- Creswell Station Committee even months on the 3<sup>rd</sup> Thursday 6:00pm.

**Citizen Input: Public Comment on Items on or off the agenda: None**

**Management Team Comments and Reports:**

**Chief Wooten:**

- Chief Wooten said that we had around 4,000 alarms and about 11 calls a day in 2017.
- Chief Wooten said we are still awaiting the \$207,000 for the CA fires that we went to and that we are still waiting for the Jones Fire so we have an outstanding balance owed to us of about \$240,000. He said that the State Fire Marshal's office reported that they are going to be paying Oregon first.
- Chief Wooten advised the Board that the Awards Banquet will be April 14<sup>th</sup> and that the Stairclimb breakfast will be on February 25<sup>th</sup>.

**Division Chief/Shift Commander Comments:**

**Local IAFF: None**

**Board Member Comments:**

- **Joel Higdon:** Joel Higdon said he appreciated the Chiefs presentation at the Creswell Chamber luncheon.
- **Mike Caven:** Mike said that both City Counselors were involved in the LCOG awards banquet where the Chief accepted the Excellent Intergovernmental Cooperation award on behalf of the Lane Fire Defense Board and got a standing ovation.

**Meeting Adjourned at 7:41 pm**

**Next Meeting: March 15<sup>th</sup> Regular Board Meeting Station 201 CG 7:00pm**