



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

July 19, 2018

7:01 p.m.

After due and legal notice, the Regular Board Meeting was called to order by Board Vice President Jennifer Radcliffe at 7:01 pm at 233 E. Harrison Ave, Cottage Grove, OR 97424.

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

ABSENT: Tom Munroe

OTHERS PRESENT: Leesa Martindale, Linda Adler, Michelle Amberg, and employees.

Agenda Approval/Adjustments:

Minutes from previous meeting:

- Dan Duffy moved to approve the June 21, 2018 Regular Board Meeting Minutes and the June 21, 2018 Budget Hearing Minutes. Jennifer Radcliffe 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:

Michelle Amberg said Captain Smith, Chris Ewing, Luke Bean and Cade Bolton came over and did a great CPR and AED and Smoke Detector class with the City of Creswell she said that it was great training and the guys did a great job.

Correspondence: Thank you cards from CGHS Leadership class and the Certificate from the City of Creswell for the 2018 Emergency Preparedness Fair.

Old Business:

- **Strategic Planning:** Chief Wooten said that we will do an RFP after November so go ahead and take this item off of old business.

New Business:

- **Election of Board Members:**

Dan Duffy made a motion to nominate Mike Caven for President. Jennifer Radcliffe 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

Dan Duffy made a motion to nominate Jennifer Radcliffe for Vice President. 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

Dan Duffy made a motion to nominate Joel Higdon for Sec/Treasure. Jennifer Radcliffe 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

- **Designation of Public Notification outlet-resolution:** Joe Higdon entertained a motion to designate the Cottage Grove Sentinel and the Creswell Chronicle as the primary notification outlets and the Register Guard Paper for anything requiring a 24-hour notice. Jennifer Radcliffe 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

- **2018-2019 Board Meeting Calendar:** Jennifer Radcliffe made a motion to accept and approve for the 2018-2019 Board Calendar to be published in both

the Cottage Grove Sentinel and the Creswell Chronicle. 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

- Board Resolution 18-06 Authorizing the Purchase of Staff Vehicle:**
 Joel Higdon made a motion that the Board of Directors authorizes and directs the Fire Chief to expend budgeted fund in the amount of \$32,450.45 from the Equipment Reserve Fund for the purchase of a 2018 Chevrolet Colorado from Brads Cottage Grove Chevrolet. Jennifer Radcliffe seconded the motion.

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

Motion Carried

Dan Duffy wanted to know if we got any other bids then the one from Brads. Justin Baird said that we did get a quote that was just a hair cheaper from NJPA but by the time you add the shipping into the cost it was more.

Treasurer’s Report:

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

Jennifer Radcliffe reviewed the Financials for June 2018. Jennifer Radcliffe made a motion to approve and accept the Financial Statements for June 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:

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

Michell Amberg inquired about the adoption of the Emergency Operation Plan. Chief Wooten advised the Board that both the City of Creswell and Cottage Grove are working on these plans but the City of Creswell has finished their plan and we will need a resolution to get it adopted from the Board. Michelle recognized that Chief Wooten plays a huge role in the Emergency Operations.

Management Team Comments and Reports:

Chief Wooten:

- Chief Wooten said that we sent 3 personnel to the Sub Station Fire in the Dalles Joe Raade, Stephen Beach and Mike Becerra. Chief Wooten's team is on call now if something should happen he will have to head out.
- Chief Wooten said that we were under budget for the 17/18FY and that the end of the year cash looked good. He also said that we will need to find a new auditor as this is the last year with our current one.
- Chief Wooten said he did the Division Chief testing yesterday with Captains Mike Becerra, Darron Houck, Aaron Smith and Brad Mabie. They had to complete an essay, an assessment center, citizen complaint and employee discipline. He will announce the promotion in the next week with a start date of September 1, 2018. Chief Solesbee will be going to days effective September 1, 2018 as full time Fire Marshall.
- We will have 2 new FF/Paramedics starting on August 15, 2018.

Division Chief/Shift Commander Comments:

Local IAFF: None

Board Member Comments:

Dan Duffy: Dan was asking about the Fire on Pipers Creek. It was some loggers with explosives that had a little too much bang the Chief was not sure if they were cited or not by the ODF.

Jennifer Radcliffe: Jennifer was asking about Creswell Station Planning Committee as she had a member approach her and ask about the process and design. Chief Wooten said that we will have to wait until November then we will have to get sealed bids and then with the design and process we are looking to be at least a year out.

Meeting Adjourned at 7:27 pm

Next Meeting: August 16, 2018 Creswell City Hall