



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

September 19, 2019

7:06 p.m.

After due and legal notice, the Regular Board Meeting was called to order by Board President Joel Higdon at 7:06 pm at the Cottage Grove Fire Station located at 233 E. Harrison Ave Cottage Grove OR 97424

PRESENT: Joel Higdon, Jennifer Radcliffe, Cheryl Shannon and Dan Duffy

ABSENT: Tom Munroe

OTHERS PRESENT: Leesa Martindale, Chief Raade

Agenda Approval/Adjustments: None

Minutes from previous meeting:

- Dan Duffy moved to approve the August 15, 2019 Regular Board Meeting Minutes. Cheryl Shannon seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	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: none

Correspondence: Joel Higdon said it is always nice to see the Thank you cards.

Old Business:

- **Creswell Fire Station:** Chief Wooten said there would be a Station presentation in October he said he will get a copy of the design and cost next week at his meeting with Pivot.
- **Chief’s Review form:** Chief Wooten said he sent out a bunch of emails to other Chiefs but most of the emails came back that nobody really has a formal review process. He said that he would go through the form and make the necessary changes to it and would bring it back to the Board for review.

New Business:

Treasurer's Report:

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

Cheryl Shannon reviewed the Financials for August 2019.
Cheryl Shannon made a motion to approve and accept the Financial Statements for August 2019 and approve to pay the bills. Dan Duffy seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x	x	x	
NAYS					
ABSTAIN					
ABSENT					x

Motion Carried

Board Policy Review:

A-1 Responsibilities, Authority, and Obligations: Jennifer Radcliffe moved to approve Board Policy A-1 for a second and final reading as amended. Dan Duffy Seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x	x	x	
NAYS					
ABSTAIN					
ABSENT					x

Motion Carried

A-2 Fiscal Policy: Jennifer Radcliffe made a motion to approve A-2 for a second and final reading as amended. Dan Duffy Seconded the motion.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x	x	x	
NAYS					
ABSTAIN					
ABSENT					x

Motion Carried

A-9 Board Policies: Jennifer Radcliffe made a motion to approve Board Policy A-9 for a final reading as amended.

VOTE	Joel Higdon	Jennifer Radcliffe	Cheryl Shannon	Dan Duffy	Tom Munroe
AYES	x	x	x	x	
NAYS					
ABSTAIN					
ABSENT					x

Motion Carried

Items for Future Agendas:

- Chief Wooten’s Review packet
- Station 201 (CG) Remodel
- Facilities Bond

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

Management Team Comments and Reports:

Chief Wooten:

- Joel Higdon had asked the Chief if we would have to put together a committee for the Station 201 remodel and Chief Wooten said no since it is just a remodel it doesn’t require a Committee; we will use the Facilities Bond to pay for it.
- Chief Wooten said we are getting ready to possibly hire our first female Firefighter. He said if she is hired there will be some remodeling that needs to be done like a separate shower area.
- Chief Wooten said he was invited to the Mayors emergency preparedness meeting he said there was lots of good information he said if the Cascadia does happen it will be far worse than anybody would expect.
- Chief Wooten said Captain Mabie will be recognized for his water rescue next week from the Cottage Grove City Council meeting.
- Chief Wooten said we received 20 application for the CERT program next step is doing criminal background checks.
- Chief Wooten said that he and Chief Solesbee got into the Risk Reduction Class so they will be leaving for that class December 7-14. He said that Chief Solesbee is currently at the Fire Marshals conference getting updated on the new Fire Code.
- Chief Wooten said we have written around 30 Fire suppression Contracts.
- Chief Wooten said we had our Civil Service meeting this week and we received 21 applications for the new FF/Paramedic Position so he pulled the top 5 candidates. He said he offered Annelies Cowan a 30-day extension to help cover through the month of October and if she gets the position she will just roll over into the open position.
- Chief Wooten said the RFP went out for the Training yard contract.
- Chief Wooten said that Fire Season ended today and that he will be out the first week of October.

Division Chief/Shift Commander Comments:

- **Chief Raade:** Chief Raade said they have been doing some training and that we do not have an arsonist in town so if you hear anybody saying that please correct them as there were some rumors.
- **Chief Raade:** Chief Raade said that both movie nights were successful.

Local IAFF: Captain Mabie: Captain Mabie advised the Board that an ex-employee of South Lane County Fire and Rescue was in a logging accident and is very lucky he survived his injuries his name is Matt Droege and he worked here for about 10 years.

Board Member Comments:

- **Jennifer Radcliffe:** Jennifer Radcliffe said that she always enjoys movie night there is a lot of effort that is put in to making it a success.

Meeting Adjourned at 7:26 pm

Next Meeting: October 17 7:00pm Station 201