

ROGUE RIVER RURAL FIRE PROTECTION DISTRICT 1
BOARD OF DIRECTORS
REGULAR SESSION
March 13, 2024

The meeting was called to order at 7:30 a.m. by President Jim Stearns. The following directors were also present: John Foster, John Ellis, Randy Cort and Craig Berry. Also in attendance were Mike Hammond, Nikki Knox, Jenna Kurzyniec, and Jarret Estremado.

Roll Call: John Foster, John Ellis, Jim Stearns, Randy Cort, and Craig Berry present.

Minutes: BOD Regular Session minutes--February 14, 2024, Safety Meeting minutes--February 13, 2024 and Organizational Workshop Minutes – February 21, 2024. Randy Cort made a motion to approve minutes as presented, Craig Berry 2nd, motion passed unanimously.

Finance: The monthly financial reports were reviewed. John Ellis made a motion to accept the reports, Craig Berry 2nd. Roll call vote: John Foster-yes, John Ellis-yes, Jim Stearns-yes, Craig Berry-yes and Randy Cort-yes.

Old Business:

Update on the Solar Panel Project was given by Craig Berry. Letters of support for the Solar Panel Project were received from the City of Rogue River and Emergency Communications of Southern Oregon. The roof condition and maintenance were discussed.

Chief Hammond gave an update on policies; He has created a Policy Review Steering Committee that will prioritize and organize the policy review process.

Policy, Procedure and Project Development Policy, Policy Manual Policy, Harassment Policy and Personnel Complaints Policy were reviewed. Randy Cort moved to adopt policies presented and John Ellis 2nd, motion passed unanimously.

New Business:

Board Policies review was discussed and will be updated at the next regular session.

Chief's job description was reviewed and updated. John Ellis moved to approve with changes, Craig Berry 2nd, motion passed unanimously.

The list of Authorized Signers for Umpqua Bank was reviewed and approved by the Board of Directors.

Approval from two Board of Directors that are Authorized Signers is required for all checks per the Internal Control Policy 2/14/2024.

Chief Hammond discussed the latest WUI activity; Wards Creek Restoration Project is applying for an AARP grant. Chief Hammond met with Emergency Management, Law Enforcement, and ODF to update evacuation Zones in our area.

Oregon State Fire Marshal's Office has announced \$250 gift cards for private land owners who receive a home assessment and need funding to complete their projects. Our Ambulance Service Area (ASA) Annual report has been completed and the 5yr contract renewal is due in November, 2024. The fuel pump meter upgrades and installation are complete. Mask Fit testing on all staff is up to date. Open house is scheduled for May 4th during Fire Prevention month. The awards banquet has been rescheduled for April 6, 2024. All Monthly reports were reviewed. John Ellis moved to accept the monthly reports, Craig Berry 2nd, motion passed unanimously.

Regular Session Closed: 8:35

Executive Session Opens: 8:43

Executive Session Closes: 9:44

Regular Session Opens: 9:42

Public Comment: none

John Ellis moved to adjourn the meeting, John Foster 2nd, motion passed unanimously. Meeting adjourned at 9:45.

Nikki Knox
Clerk to the Board

Craig Berry
Secretary/Treasurer - Board of Directors