

JACKSON COUNTY FIRE DISTRICT 1
BOARD OF DIRECTORS
REGULAR SESSION
February 14, 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, Lane Augustson, Jenna O'Brian, Kaci Carder, and Cameron Deupree.

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

Minutes: BOD Regular Session minutes January 10, 2024, Safety Meeting minutes – January 9, 2024. Randy Cort made a motion to approve minutes as presented, John Ellis 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:

A Solar Panel Project for the fire station was presented by Craig Berry. The project would reduce future power costs and help improve community resiliency during a large event since the fire station is an Emergency Operations Center.. Craig Berry moved to pursue an upcoming CREP Construction Grant opportunity in which the application process will not cost the district. John Ellis 2nd, motion passed unanimously.

Paid Leave Oregon MOU was reviewed and discussed. John Ellis moved to approve MOU, Craig Berry 2nd. Roll call vote; John Foster-yes, John Ellis-yes, Jim Stearns-yes, Randy Cort-yes and Craig Berry-yes.

New Business:

The Organizational Review was discussed. Correction to revenue reported was noted and the document to be amended by SDAO. A workshop to discuss the Organizational Review further was requested by the Board of Directors and will be scheduled as soon as possible.

Internal Controls document and Purchasing Policy were reviewed. John Ellis moved to accept changes to existing documents, Craig Berry 2nd, motion passed unanimously. Policy, Procedure and Project Development, Policy Manual, Harassment Policy and Personnel Complaints Policy will be reviewed at the next board meeting. The board agreed to consider Lexipol or another agency to help maintain and update policies as needed.

Chief Hammond discussed the latest WUI activity; Public announcements on social media, Wards Creek residents are interest in becoming a Firewise Community. Ambulance Service Area (ASA) Annual reports are being completed at this time and the 5yr contract renewal is due in November, 2024. The fuel pump meter hardware upgrades have been installed and software installed on our network. Update on hiring process for the Administrative Assistant position was given. Mask Fit Tests and annual physicals were discussed. An Alliance committee activity discussion included, communications project funds, Blue Card training for supervisors, and there are no membership fees at this time. Awards banquet has been scheduled for March 29, 2024. All Monthly reports were reviewed. John Ellis moved to accept the monthly reports, Craig Berry 2nd, motion passed unanimously.

Regular Session Closed: 9:20

Executive Session Opens: 9:22, Executive Session Closes: 9:38

Regular Session Opens: 9:42

Public Comment: none

John Ellis moved to adjourn the meeting, Craig Berry 2nd, motion passed unanimously. Meeting adjourned at 9:43.

Nikki Knox
Clerk to the Board

Craig Berry
Secretary/Treasurer - Board of Directors