

**TURNER FIRE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

April 16, 2020

7605 3rd St SE, Turner OR 97392

*Virtual meeting as outlined in Executive Order 20-16

Meeting called to order by President Ed Humber, at 1840 hours. Board members in attendance via Zoom meeting were, Ed Humber, D. Craig Anderson, Gene Schaefer and Chuck Roberts. Board member onsite: Claude Kennedy Absent: none. Staff Present on site: Chief Jon Remy, Rebecca Shivers Singleterry, and Assistant Chief Jordan Donat.

Flag Salute: dispensed with.

Agenda: approved as presented. **Action:** *Motion to approve agenda as presented was made by Director Kennedy and motion seconded by Director Schaefer, with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

Minutes: The minutes for the February 20, 2020 regular board meeting were presented. **Action:** *A motion to approve the minutes for the regular board meeting as presented by Director Anderson and Director Kennedy seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

Public Comment (agenda items):

1. Steve McDermott was in the audience, thanked the board and district for having virtual meeting tonight.

Secretary/Treasurer's Report: as presented in packet.

Board Committee Reports:

1. Board Policy Review Committee – No report.
2. Budget Committee – No report.
3. Personnel Committee – No report.
4. Education Committee – No report.
5. Turner Land Use Committee Representative – No report.
6. Urban Renewal Committee Representative –No report.

Old Business:

1. Ambulance procurement process – AC Donat reported that he sent out an email to all of TFD showing the transition from specification process to the building process. Anticipating a mid-June completion date. Covered a few items with updates that may affect the build completion date: 4 point seatbelt manufacturer is approved (had to change to a different vendor), heating and cooling manufacturer; both of these vendors may have COVID-19 delays, will know more as the build process progresses and will update when he has that information.
 - a. Director Anderson stated it was a great day to receive the email update from AC Donat and thanked him and everyone for their input and work; real accomplishment.

New Business:

1. Appoint Budget committee members: **Action:** *Motion to reappoint budget committee members to new three year term for position #2 Mike Collier and to position # 3 Robert Marker and to appoint Su Fennern to fill the vacant position #4 and finish the remainder of the term was made by Director Anderson. Motion was seconded by Director Kennedy. Discussion: Asked if the members were still available to serve, Chief Remy confirmed they all had been polled and were agreeable to be reappointed. Also shared that Su Fennern was agreeable to fill the vacant position and to be appointed again to this position when the current term ends in December. The motion carried with no other discussion unanimously with 5 yea votes and 0 nay votes.*
2. Adopt Budget calendar: **Action:** *Motion to adopt the 2020-21 TFD Budget Calendar was made by Director Anderson and the motion was seconded by Director Roberts. Discussion: clarification was made that a second meeting for the budget committee was on the calendar but only to be held if necessary. The motion carried with no other discussion unanimously with 5 yea votes and 0 nay votes.*

Chief's Report:

1. Budget Committee members – Chief Remy reminded the board that he covered contacting the budget committee members regarding reappointment early in tonight's meeting under New Business, agenda item number 1. He also went on to say that he is concerned about the overall budget for next year; if the economy doesn't get moving in the next few weeks it could have a negative effect on tax collections for next fiscal year; we will be watching carefully and will be looking at every dime spent, preparing for any scenario.
2. COVID-19 – Chief Remy stated that we have plenty of PPE, plenty of guidance and plenty of cooperation from area agencies as well as our own personnel. Our people are well trained, protocols in place and medical director is doing a good job keeping us informed; as an organization we are in good shape.
3. Chief Cross – Chief Remy updated the board that Chief Cross is officially gone and George Crosiar is fully in service working 15 hours per week which gets us what we really need. He is handling various construction projects, dealing with access issues and doing an exceptional job for us; our neighbors are already asking for help.
4. Update property next door: Shared that projects are now beginning to move forward, the renter is almost 100% out of the Bldg. #5 and working on being out of the remaining buildings by June.
5. EMS moving to Bldg. 2 in the coming months, lots of changes but really positive for us; centralize where all EMS supplies, both medics all in one place. This will also increase the size of the gym space.
6. Maximize work schedules – Looking to change work schedules for some employees, maybe limit pay raises for some positions, focus is the medic staffing situation. Looking at predictable schedules and what impact would be to budget. More on this during the budget process.
7. Economic challenges for tax payers could be catastrophic for the district. Your fiscal outlook is connected to your political perspective; we are being forced to build a budget at a time when we are unable to forecast revenue. Currently, we are able to pay our bills, cover payroll and pay our debt service but the rest is unclear. We will be submitting a budget that is based on the best information that will be available when time to present a proposed document. Be ready, we will too. Could be status quo or not due to the economy.
 - a. Director Anderson stated it is a good idea to be prepared; the board appreciates the staffs concerns and staying aware.

Volunteer Association: none.

Information:

1. Correspondence – none.

2. Good of the Order – none.

Public Comment (other than agenda items): none.

Next Meeting: The next meeting will be May 21, 2020 at 6:00 pm for the Budget Committee meeting and the regular board meeting will follow immediately; to be held at the fire station located at 7605 3rd St SE Turner.

Adjourn Session: The regular meeting of the Board adjourned at 1800 hours. **Action:** *A motion to adjourn from Director Schaefer and motion seconded by Director Anderson, motion carried unanimous with 5 yea and 0 nay votes.*

Board President

Board Secretary/Treas.