

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

October 19, 2017

7605 3<sup>rd</sup> St SE, Turner OR 97392

Meeting called to order by Vice President Humber at 1830 hours. Board members in attendance were, Ed Humber, Claude Kennedy and Gene Schaefer. Absent: Dave Gulledge, D. Craig Anderson. Staff Present: Chief Jon Remy, Rebecca Shivers Singleterry, and Asst. Chief Jordan Donat.

Flag Salute: yes.

Agenda: Agenda approved as presented.

Minutes: The minutes for the September 21, 2017 regular board meeting were approved as presented.

Action: *A motion to approve the minutes by Director Schaefer and Director Kennedy seconded the motion and with no other discussion, the motion carried with 3 yea votes, 0 nay votes.*

Public Comment (agenda items): None.

Secretary/Treasurer's Report: None, 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.

Old Business: none

New Business:

1. Resolution 17-04 – Establish Enterprise Fund for Medical Director:
  - a. Chief Remy introduced the resolution, summarized we are working in a partnership, sharing same medical director with area agencies, have share ems protocols. The next step in partnership is the enterprise fund having TFD manage the accounting for the expenses and payments of a shared medical director. Establishing the fund allows TFD to keep the funds and the expenses separate from TFD, keeps clean documentation.
  - b. Action: *A motion to adopt Resolution 17-04 Establishing Enterprise Fund 6 for shared Medical Director was made by Director Kennedy and Director Schaefer seconded the motion and with no other discussion, the motion carried with 3 yea votes, 0 nay votes.*
  - c. Action: *A motion to authorize the transfer of \$1,693 from the Medical Director line item in General Fund 1 to the Transfer in line item in Enterprise Fund 6 to establish the fund was made by Director Schaefer and Director Kennedy seconded the motion and with no other discussion, the motion carried with 3 yea votes, 0 nay votes.*

## Chiefs Report:

### 1. Assistant Chief Donat:

- a. Hiring process – Chief Donat gave a summary of the process; position closed on 10/8/17. Had a variety of interest, sent out letters to qualified applicants inviting them to attend assessment and testing on 10/25/17. This was a four stage process – interview, AO test, physical agility test, and EMS test. Plan to review results and make offers by 11/6/17. Board asked questions about the process and AC Donat confirmed had 3 qualified candidates invited to the assessment.

### 2. Chief Remy:

- a. Burning the midnight oil – in the transition phase, Stew Rose class had 15 TFD leaders, FGL is on schedule, these are the next shift leaders. Steve McDermott led Water supply on Tuesday. Max Alberts started week night duty shifts, both Jon and Jordan are shadowing him.
- b. Have trimmed a couple more people off the TFD roster as discussed and added a few new ones, bringing in the next wave of people. Six people starting fall academy.
- c. Support team wants to meet the NFPA standard for rehab. Need EMS responders on the team and two are going through the EMR class.
- d. Station security – push forward on changes to security at the front door; office lockdown priorities in order, will be installing new security door, we can afford it and will keep updated on the project.
- e. Have legal and excellent consulting services ready to use if we engage in ordinance review; the district's attorney and the new consultant, Burton West are ready to go when needed. President Gullede asked Chief Remy to do this, the Mayor asked to work on getting the committee together again and wanted to have our resources ready at moment's notice for land use ordinances.
- f. March towards growth continues in TFD; City just sold a large track of land to K&E Excavating for residential development, the land is up off Val View. There will not be zoning changes and the infrastructure is there; expect development to start.
- g. Anybody know what makes 10/20 a special date? Chief Remy read off a few historical events of this date. He stated for TFD this was the night, 10/20/16 that the board adopted the TFD Strategic Plan. He handed out a copy of the current plan and said now maybe the time to review the document. We are moving forward with that plan, it is natural to review and consider our goals, feel good about what is being done. Director Kennedy asked when we are going to adjust the Strategic plan, make amendments or address if changes need to be made. Chief Remy stated that he is passing out copy tonight, review it and look at how we can or if changes are needed over the next few months. Short discussion ensued regarding the plan.

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 November 16, 2017 at 6:30, pm regular board meeting to be held at the fire station located at 7605 3<sup>rd</sup> St SE Turner.

No executive session.

Adjourn Session: The regular meeting of the Board adjourned at 1858 hours. **Action:** *A motion to adjourn from Director Schaefer and motion seconded by Director Kennedy, motion carried unanimous with 3 yea and 0 nay votes.*

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Board President

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Board Secretary/Treasurer