

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

August 17th, 2023

7605 3rd St SE, Turner OR 97392

Meeting called to order by President Anderson, at 1829 hours. Board members in attendance were Chuck Roberts, Ed Humber (remote), Tom Lovell, Mike Everitt and D. Craig Anderson. Staff Present: Chief Jordan Donat, Division Chief Rebecca Shivers and Kara Finn. Guests: Josh Bartlett (in at 1851)

Flag Salute: Dispense

Agenda: Addition: Audit Changes (included in board packet) *Agenda approved as amended with a motion by Director Everitt, second by Director Roberts, motion carried unanimous with 5 yea and 0 nays.*

Minutes: The budget hearing meeting minutes for June 22nd, 2023, were approved as presented. *A motion to approve the Budget Hearing meeting minutes as presented was made by Director Roberts and Director Lovell seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

The regular meeting minutes of June 22nd, 2023, of the board were approved as presented. *A motion to approve the Regular Board meeting minutes as presented was made by Director Roberts and Director Lovell seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

Public Comment (agenda items): None.

Secretary/Treasurer's Report: Reports in packet. Profit Loss reports included for FY 22-23 and FY 23-24

Board Committee Reports:

1. Board Policy Review Committee – No Report.
2. Budget Committee – No Report.
3. Personnel Committee – No Report.
4. Urban Renewal Committee Representative – No Report.

Old Business:

1. Cedar Street vacation update – No updates.

New Business:

1. Swearing-in of New Director: President Anderson swore in new Board Director Tom Lovell. With hand raised, Director Lovell repeated the oath of office. Chief Donat handed out an updated roster for the Board of Directors with Director Lovell's information as an addition.

2. Board Elections:

Director Everitt nominated D. Craig Anderson for Board President, seconded by Director Lovell. *A motion to close nominations electing D. Craig Anderson as Board President was made by Director Roberts, seconded by Director Everitt and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

Director Lovell nominated Mike Everitt for Board Vice President, seconded by Director Roberts. *A motion to close nominations electing Mike Everitt as Board Vice- President was made by Director Roberts and President Anderson seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

Director Lovell nominated Ed Humber for Board Secretary/Treasurer, seconded by Director Everitt. *A motion to close nominations electing Ed Humber as Board Secretary/Treasurer was made by Director Everitt and Director Roberts seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

3. Board Approval of Conference: *A motion to approve Director Roberts to attend OFDDA Conference November 2023 was made by Director Everitt and Director Lovell seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.*

4. Audit Discussion: Kara discussed the Oregon Audits Division handout included in the board packet for informative purposes. The handout goes over the rules and reminders of what laws the district falls under as a municipality. Annual audit fees have increased based on the district's expenditures.

Chiefs Report:

- a. AFG grants are being awarded. TFD has not heard anything yet. The awarding should be done by the end of September. Roundtable discussion regarding grant award process.
- b. Command Rigs- Both vehicles have arrived and are being outfitted.
- c. Aumsville Chief- The part-time Fire Chief has retired, and the Board President has been elected interim Fire Chief for the next 90 days.
- d. Hiring Update- A conditional offer for the Office Specialist position has been accepted and the individual will start Monday. A temporary position was offered to Chase McCord as EMT/FF to cover while Jakob Alberts is gone to Paramedic school. Kyle Schmidt has been hired as a full-time paramedic and is beginning his FTEP process. Recruitment for an additional paramedic is in progress.
- e. Waterline Project – Construction that is tearing up 3rd St will be continuing down Delaney to the Post Office. Work will return to the Fire Station to dig under the creek in the back parking lot.
- f. EMS drill/mannikins- The new training mannikin has arrived and training will begin at the next EMS drill. A roundtable discussion ensued regarding the purchase of Lucas devices if not awarded the AFG grant.

Volunteer Association: Josh Bartlett had no report and thanked the Board for their continued support of the volunteers.

Information:

1. Correspondence – Chief Donat referenced the thank you letter that was in the board packet from the City of Turner for utilizing the stations’ training room.
2. Good of the Order – President Anderson discussed AED’s in the community and the potential needs in the District. Roundtable discussion regarding next steps and how the required servicing of the AED’s when put into the community would need to be addressed. The topic will be added to new business for next month’s board meeting. Safety Officer Dyer from Cascade School District will be invited to September’s board meeting. Local private schools and other community entities will be invited to the table as well.
3. Public Comment (other than agenda items): None

Next Meeting: The next regular board meeting will be held on Thursday, September 21st, 2023, at 6:30 pm to be held at the fire station located at 7605 3rd St SE Turner, OR unless otherwise stated in meeting notice.

Adjourn Session: The regular meeting of the Board adjourned at 1928 hours. **Action:** *A motion to adjourn from Director Roberts and motion seconded by Director Everitt, motion carried unanimous with 5 yea and 0 nay votes.*


Board President


Board Director