

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

October 17th, 2024
7605 3rd St SE, Turner OR 97392

Meeting called to order by President D. Craig Anderson, at 1833 hours. Board members in attendance were D. Craig Anderson, Mike Everitt, Chuck Roberts, Tom Lovell and Ed Humber (remote). Staff Present: Chief Jordan Donat and Kara Finn. Guests: Kailey Sousa and Kori Sarrett with Accuity, LLC.

Flag Salute: Yes.

Agenda: *Agenda approved with a motion by Director Lovell seconded by Director Everitt, motion carried unanimous with 5 yea and 0 nays.*

Minutes: The regular board meeting minutes for September 19th, 2024, were approved as presented. *A motion to approve the regular meeting minutes as presented was made by Director Lovell and Director Everitt 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. Director Roberts stated that the books looked good.

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. Community AEDs: One of Crosshill's AED's is out of service. They are currently using a replacement and are working on a grant to fund a new AED.
2. Volunteer Appreciation Project: Crews are moving dirt and looking at the drainage system for the next three or four days. Concrete will be ready late next week depending on the weather. Chief Donat stated that a drain issue may be fixed during this process.

New Business:

- a. 2023-24 Audit Presentation: Kori with Accuity, LLC presented the audit findings to the board. Auditors look at general fund/operating budget and confirm there is a healthy amount to hold for November. No issues with public procurement policies were found and there is a good check and balances process set up. There is one journal entry needed for payroll liabilities due to the QuickBooks software.
- b. NIMS Resolution 2024-05: Marion County requires adopting a resolution to establish NIMS as the standard for incident management every three years. *A motion to approve Resolution 2024-05*

establishing the National Incident Management System as the standard for incident management in Turner Rural Fire Protection District was made by Director Roberts and Director Everitt seconded the motion and with no other discussion, the motion carried with 5 yea votes, 0 nay votes.

Chiefs Report:

- a. Grant Update- A six-person committee made up of paid and volunteer firefighters has been formed to evaluate SCBA's for the AFG grant. The first demonstration will be with Scott. The first two drills in November will involve using the demo packs with a full evaluation.
- b. Property- Chief Donat has been dealing with a contracted company for Ziply. They began boring on the station property with no notice. The property line came into question. Roundtable discussion regarding bringing in a survey crew to establish property lines if we cannot find them ourselves.
- c. EMS- Chief Donat introduced Kailey Sousa to the board. She has been hired as a temporary full-time EMT/FF and is currently a part-time employee at Jefferson Fire.
- d. Fire- The new Hurst Extrication tools have arrived and scheduling of in-service training with the vendor is in the works. The same thing will happen when the new SCBA's arrive.
- e. Audit- Chief Donat thanked Kara for the preparation for the annual audit.
- f. Recruiting- Currently there are four ready for the academy coming up. There are two additional recruits in process with one of the individuals already an established firefighter. There is one resident volunteer in process.

Volunteer Association: The association is currently working on board nominations for a new president and new vice president. The Open House and Toy/Food Drive has begun and there is current work with Cascade School District. Director Lovell inquired about the process of finding families. Roundtable discussion regarding the history of the toy drive and how it has evolved.

Information:

1. Correspondence – None.
2. Good of the Order – Director Everitt asked if there was certain protocol to sign up for CHAT. Anyone can sign up.
3. **Public Comment (other than agenda items):** None.

Next Meeting: The next regular board meeting will be held on Thursday, November 21st, 2024, 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 1932 hours. **Action:** *A motion to adjourn from Director Roberts and motion seconded by Director Lovell, motion carried unanimous with 5 yea and 0 nay votes.*

D. Craig Anderson
Board President

Michael W. Everett
Board Director