

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

February 16th, 2023  
7605 3<sup>rd</sup> St SE, Turner OR 97392

Meeting called to order by President Anderson, at 1833 hours. Board members in attendance were: Ed Humber (remote in at 1905), Chuck Roberts, D. Craig Anderson and Mike Everitt. Board member absent: Claude Kennedy. Staff Present: Chief Jordan Donat, Division Chief Rebecca Shivers and Kara Howden.

Flag Salute: Yes.

Agenda: No additions. Agenda for February 16th, 2023 approved as presented. *A motion to approve agenda was made by Director Everitt and Director Roberts seconded the motion. Motion carried with 3 yeas, 0 nays.*

Minutes: The regular board meeting minutes for January 19th , 2023, were approved as presented. *A motion to approve meeting minutes as presented was made by Director Everitt and Director Roberts 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: Reports in packet.

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- Chief Donat
  - a) No updates at this time.

New Business:

1. Appoint Budget Committee -

Position two and three on the budget committee are due for reappointment. Mike Collier and Robert Marker agreed to another three year term.

*A motion to appoint the budget committee with reappointment of position two and three was made by Director Roberts and Director Everitt seconded the motion. Motion carried with 3 yeas, 0 nays.*

2. Appoint Budget Officer

*A motion to appoint Chief Donat as the FY 23-24 Budget Officer was made by Director Roberts and Director Everitt seconded the motion. Motion carried with 3 yeas, 0 nays.*

3. Appoint Budget Calendar

A draft calendar was provided in the board packet. Highlighted dates for first and second budget committee meeting as well as the budget hearing were reviewed. The budget hearing will be on the fourth Thursday (June 22nd) to assist with closing accounts payable for the fiscal year.

*A motion to approve the FY 23-24 Budget Calendar was made by Director Roberts and Director Everitt seconded the motion. Motion carried with 3 yeas, 0 nays.*

Chiefs Report:

- a. Ashlee Alford has been hired as a temporary Office Specialist
- b. The audit cycle has been postponed due to the extension requested by the auditor. Unknown if an April presentation will occur at this time.
- c. Reminder- Filing date for elections is 3/16/2023. Director Roberts, Director Kennedy and Director Humber (position 1, 2 and 3) are up for reelection.
- d. Grant updates- TFD was not awarded the CAH-EMS Improvement grant which would have assisted with purchasing of CHAT telehealth equipment.
  1. FY2022 AFG grant- The application requests two Type 6 grass rigs with a total amount of \$473k and the TFD match would be \$23k. Extrication equipment and two lucas devices for a total amount of \$152k with a TFD match of \$7k.
  2. Lights and cameras have arrived and are just waiting for electricity. This was funded by the SDAO Safety and Security grant awarded to TFD.
- e. Command Rig update- TFD received a build date of 3/13/2023 and specs on the build out are in progress.
- f. Recruitment and Retention - Audrey Anderson, a lateral volunteer from Stayton has joined TFD. The June academy will finish up with twelve recruits.
- g. Station Design Conference- Lt Chris Vetter, AO Josh Bartlett and Chief Donat will be attending the May conference.
- h. Annual Awards Banquet- The banquet will be held on March 10th and doors open at 1800.

Volunteer Association: No report at this time.

Information:

1. Correspondence – Director Everitt requested monthly call reports going forward. Round table discussion regarding TFD's call numbers in comparison to surrounding districts like Aumsville, Aurora, Stayton, Sublimity and Jefferson.
2. Good of the Order – Director Roberts requested a report from Captain Max Alberts regarding the most recent FDSOA conference he attended. Chief Donat attended the recent SDAO conference with classes that detailed land use, procurement and communication with public regarding construction projects.

Public Comment (other than agenda items): None

Next Meeting: The next board meeting will be held on Thursday, March 16th, 2023, at 6:30 pm, to be held at the fire station located at 7605 3<sup>rd</sup> St SE Turner, OR unless otherwise stated in meeting notice.

Adjourn Session: The regular meeting of the Board adjourned at 1920 **Action:** *A motion to adjourn from Director Roberts and motion seconded by Director Everitt, the motion carried unanimous with 4 yea and 0 nay votes.*

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Board President

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Board Director

