

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

August 11, 2008

The meeting of the Board of Directors for the Boring Fire District, held this date at the Boring Fire Station annex building, was called to order by Chairman Otto at 5:00 pm with the following members present: Les Otto, Dean Hansell, Carl Tuma, and Mike Strickland. Also present were Chief Doug Branch, Deputy Chief Rob Dahl, Volunteer President Kourosch Modjtabei, Damascus City Council President Jim Wright and Secretary Bookkeeper Lynne Branch.

Motion by Carl Tuma, seconded by Mike Strickland to approve the consent agenda as mailed. Motion carried unanimously.

Chairman Otto asked for public comment. Hearing none, he proceeded with the agenda.

Chief Branch presented an updated schedule of board meeting dates for the remainder of 2008 due to Carl Tuma's work schedule change from Shift A to Shift C. This will change October's meeting from Oct. 13th to Oct. 14th and December's meeting from the 9th to the 8th.

In response to Chairman Otto's request at last month's meeting for an outline of the outcome/benefits of completed items from the Strategic Plan, Chief Branch distributed a table with columns for 'accomplishment' and 'performance measures' for Board approval. Chairman Otto said the Board would like to see a brief update as objectives are completed, and a more complete report on an annual basis. Progress of the Recruitment, Retention, and Recognition Committee will be included as well.

Deputy Chief Dahl gave the monthly operational report.

- Number of alarms to date (975) is up 13% over the same time last year.
- Extrication equipment has been delivered and training on the new equipment is in progress.
- The Extrication Team finished third in the last competition in Dallas, OR.

The OFDDA/OFCA Conference will be held on November 6-8 in Seaside. Please let Lynne know if you plan to attend. Volunteer compensation will be one of the topics covered there.

Most of the water damage repair in the annex has been completed. The interior painting and cove base are yet to be completed. The project should come in at about \$30,000 as projected. We are waiting to see what part insurance will cover.

AGENDA ITEM 2A

Chief Branch noted that Molalla Fire will be coming on board with 800 MHz radios, cost of which will be covered by grant funding. Colton and Hoodland Fire Districts still remain on the VHF system.

Volunteer President Kourosh Modjtabai gave the Volunteer Association report.

- Nineteen members attended the August business meeting.
- Recruits are doing their EMT Basic training now.
- Picnic scheduled for Sept. 14th.
- Hood to Coast run is on August 22.
- Volunteer recruiting will start on Sept. 1st.
- Volunteer recruiting will take place at all public relations functions that the District participates in.
- Fill the Boot for the Muscular Dystrophy Association will be on Aug. 30 at Damascus Safeway and Sept. 7 at the Boring Trailhead Celebration.
- Damascus Day in the Park was a success.

A Separation Agreement between Boring Fire District and Firefighter/Apparatus Operator Terry Ballard was reviewed by the Board. Terry would like to retire at the end of August 2008 and work back as allowed by PERS rules for the remainder of 2008 and up to 1039 hours in 2009. After retirement, no PERS or vacation days would be paid; however, sick leave would accrue as it is currently. Health insurance would also continue to be paid by the District. The Agreement is the same used by TVF&R and has been reviewed by District legal counsel John Watts. Chairman Otto proposed adding language allowing the District to “terminate the agreement for an unforeseen financial emergency.” Motion by Dean Hansell, seconded by Carl Tuma to approve the Separation Agreement contingent upon addition of language above. Motion carried unanimously. The agreement will need to be approved by the Union. We will look at conducting a paramedic process in December or January to provide an updated hiring list.

Chairman Otto distributed an explanation and timeline for a Personnel Committee. The two Board member committee would conduct three quarterly reviews of the Fire Chief, with the fourth review in May being conducted by the full Board. The first review is scheduled to occur this month. Consistent with District bylaws, Chairman Otto appointed Mike Strickland and Carl Tuma to the Personnel Committee for the first year.

Jim Wright left at 5:50 pm.

Extension of consultant Caryn Tilton’s contract was discussed at this time. Her six-month contract expires on August 15th. However, the process runs through September 1, with a second LeadView survey scheduled from August 18th through the 22nd. August 13th is the last scheduled meeting between Caryn and District staff/volunteers, and also when survey passwords will be distributed. Extending her contract until Sept. 15th will cost the District another \$3500.

AGENDA ITEM 2A

Chief Branch expressed financial concerns regarding the extension, as well as a feeling that members are eager to finish the process. Motion by Dean Hansell, seconded by Mike Strickland to extend Caryn Tilton's contract for an additional month for a cost of \$3500. Motion passed unanimously. An executive session with the Board and Caryn is planned for August 28th to review and compile the survey results and consultant's comments.

At 6:07 pm, Chairman Otto polled the Board with a unanimous decision for an Executive Session pursuant to ORS192.660(2)(d) to confer with persons designated by the Board to handle labor negotiations with Les Otto, Carl Tuma, Dean Hansell and Mike Strickland present. Also present was Chief Doug Branch.

Chairman Otto reconvened regular session at 6:19 pm with no action being taken during Executive Session.

With no other business before the Board, Chairman Otto adjourned the meeting at 6:19 pm.

Les Otto, Chairman

Carl Tuma, Secretary/Treasurer

Doug Branch, Fire Chief