

CROOK COUNTY FIRE & RESCUE

The regular meeting of Crook County Fire and Rescue was called to order by President Jim Dean at 9:00 am on January 18, 2017.

Board members present were Jim Dean, Dennis Merrill, Dennis Bauldree, Jerry Brummer, Steve Lent

Staff present were Matt Smith, Mike Wright, and Russ Deboodt

Guests present were Chad Grogan, George Ponte

MINUTES

-Steve Lent made the motion, motion was seconded by Dennis Merrill, motion passed unanimously

OLD BUSINESS

-Policy Committee: Chief Smith stated that the policy committee didn't have a chance to meet since last meeting.

-Governance Policy: Chief Smith handed out a governance policy document to the Board. Chief Smith stated that the current policy is one big document and kind of confusing, and the goal would be to modify it into separate sections for readability and to be more clear. Chief Smith stated that his opinion would be to have four distinct sections. Chief Smith followed up on the discussion from last meeting on how other districts outline their governance policy. Chief Smith reviewed TVFR's governance policy for comparison, knowing that they are on the other end of the size spectrum from our district. It was slightly different, and instead of board ends, they make board goals or objectives. These statements are more specific in nature than CCFR's Board Ends, which is a different philosophy based on their size of district. Chief asked the board if they are happy with the way that we lay it out. Jerry Brummer stated that he likes the separation into four sections. Allows for ease of review and finding information. Dennis Merrill stated that he liked our approach highlighting areas to focus on but that it doesn't constrain us on exactly how to go about it. Steve Lent was curious if we reviewed a district similar to our size, Jim Dean expressed that while selecting a department to review they thought TVFR would have one dialed in and that is why they chose that district. The Board is happy with keeping the general tone of the documents but moving it into 4 sections. Chief Smith stepped through these sections and reviewed again what kind of information would be found within each. Jim Dean stated it would be good for the board to review the four sections over the next month and come back at the next meeting for any final action. The rest of the board agreed with that process moving forward. Chief Smith stated that he would appreciate some feedback on the document, the board ends, and how measureable they are.

NEW BUSINESS

-Audit: Chief Smith stated that he is again frustrated with our current auditor and their ability to perform the audit on time. The audit is late again, even after the district adjusted this year and bumped up the time when they came and did the site inspection. Chief Smith stated that they have been in contact with the company and they stated that they have had some internal employee issues that have slowed down their processes. Chief Smith suggests that it is time for the board to consider a new auditor moving forward next year. Several options moving forward, board could request Chief Smith to do a RFP and come back with options, or Chief Smith could informally research some new companies and report back. Board discussed the two options and the consensus would be to go the RFP route. Jerry Brummer made a motion to go out for a 2017/2018 budget year auditor, Steve Lent seconded the motion, motion passed unanimously.

-Yearly Agenda Calendar: Smith reviewed that every year the board develops a yearly board calendar. Chief Smith stated that this month's topic is "yearly board member disclosure of involvements which might produce a potential conflict of interest (governance policy board member code of ethics)." Chief Smith suggested that the Board could postpone to next meeting so they had time to review the item before discussion. Group agreed to discuss in February. Jim Dean stated he won't be at the next meeting but his son in law works for the district as a FF/paramedic.

CONSENT AGENDA

Chief Smith reviewed the bills and quarterly reports, stated that he believes we will come in right on budget for property taxes received this year. EMS billing should also come in on budget even though the Super Rural Designation for Medicare reimbursement status was not renewed nationwide. This is a 20% reduction in reimbursement rates for Medicare patients.

In reviewing the expenses, Steve Lent asked how we fill the overtime slots and if there was mandatory overtime. Chief explained that there is a section in the contract that allows for it, but we are currently working with the Association to come to a resolution on how to implement it.

Motion to approve the consent agenda was made by Jerry Brummer, seconded by Dennis Bauldree, motion passed unanimously.

PUBLIC COMMENTS

-Dennis Bauldree expressed his appreciation of everyone over the last month.

GOOD OF THE ORDER

-Accident Executive Summary: Russ Deboodt reviewed the SCBA Incident Executive Summary and the findings that came out of the investigation. The document and investigation was supported by help from Oregon OSHA, SDIS, and the Oregon Fire Chiefs Association.

-Steve Lent asked how the museum and equipment are coming along. Mike Wright said things are going really well and that he is working on developing displays.

-Steve Lent asked how the exercise room is going, Russ Deboodt described it is going great and explained the good working relationship with the Crook County Sheriff's Office and Prineville Police Department members who also use the facility.

Motion was made by Dennis Merril to adjourn the meeting, seconded by Jerry Brummer, motion passed unanimously. Jim Dean adjourned the meeting at 10:08 am.

Respectfully submitted,

Russ Deboodt



Jim Dean