

Regular Board Meeting
Corbett Fire District #14
Board of Directors
July 8, 2020

Present

Board Members: Patrick Brothers, David Shannon, Leroy Smith, Mark Sorensen and Frank Weber

Staff: Fire Chief Dave Flood and Office Administrator Heidi Timberman

The Board Meeting was opened at 6:35 p.m. by Chair Smith

Election of Board Officers for Fiscal Year 2020-2021

Director Smith opened nominations for Fiscal Year 2020-2021 Board Officers

Director Brothers nominated Leroy Smith for Chair. Director Weber seconded. There were no other nominations. Director Smith called for the vote. All in favor, Leroy Smith was elected Chair of the Board for Fiscal Year 2020.2021.
(5 yes votes: P. Brothers, D. Shannon, L. Smith, M. Sorensen & F. Weber; 0 no votes)

Director Sorensen nominated David Shannon for Vice-chair. Director Brothers seconded. There were no other nominations. Chair Smith called for the vote. All in favor, David Shannon was elected Vice-chair of the Board for Fiscal Year 2020-2021.
(5 yes votes: P. Brothers, D. Shannon, L. Smith, M. Sorensen & F. Weber; 0 no votes)

Director Brothers nominated Frank Weber for Secretary/Treasurer. Director Sorensen seconded. There were no other nominations. Chair Smith called for the vote. Four in favor, Frank Weber was elected Secretary/Treasurer of the Board for Fiscal Year 2020-2021.
(4 yes votes: P. Brothers, D. Shannon, L. Smith, & M. Sorensen; 1 abstention: F. Weber; 0 no votes)

Minutes

Chair Smith asked if there were any comments, corrections or objections to the June 10, 2020 Board Meeting minutes. Director Sorensen asked about the Resolution to Close the Incentive Fund. There was a brief discussion of the history and need for it. He also asked about the District Boundaries – Aims item. It is an agenda item and we will discuss it later in the meeting. There were no other comments, corrections or objections. Secretary/Treasurer Weber made a

motion the June 10, 2020 Board Meeting minutes be approved as presented.
Director Brothers seconded.
All in favor, motion carried.
(5 yes votes: P. Brothers, D. Shannon, L. Smith, M. Sorensen & F. Weber; 0 no votes)

Monthly Financial Review

Office Administrator Timberman presented the June/Fiscal Year financial reports. All funds are within adopted budget appropriations for the fiscal year. There were no unusual or unplanned expenditures for June. The LGIP interest rate remains at 1.30% as of May 14. She reported we received the California conflagration reimbursement via direct deposit on June 19. The funds will be reflected in the new fiscal year Beginning Cash balances rather than the respective resource line items in the adopted budget. There is a check to sign to complete the transfer of funds to the Volunteer Association. Secretary/Treasurer Weber asked about the sale of the SCBA's we originally bought from King County. Fire Chief Flood reported we sold \$6,500 worth last fiscal year to Sauvie Island and \$13,500 last week to Chelan. He will continue efforts to sell what remains.

COVID-19 - Update

Fire Chief Flood provided a brief update of the COVID-19 situation. We are playing our part including wearing masks. We are having fairly minimal contact with people, particularly indoors. There was a local gathering on the Fourth of July in which six people are showing signs of the virus. None have been tested but have self-contact traced. Supplies are holding up well. We are holding drills outdoors. We are submerging SCBA masks for cleaning rather than wiping as has been our regular practice.

FY 2019-2020 Audit – RFP for services – Award

Office Administrator Timberman reported we received one response to the RFP for audit services; it is from Jarrard, Seibert, Pollard & Co. LLC in West Linn. The compensation is comparable to what we have paid previously for audit services. Vice-chair Shannon made a motion to contract with Jarrard, Seibert, Pollard & Co. LLC for the next four audits.
Secretary/Treasurer Weber seconded.
All in favor, motion carried.
(5 yes votes: P. Brothers, D. Shannon, L. Smith, M. Sorensen & F. Weber; 0 no votes)

Second Reading - New policy: Request for LOSAP Emergency Distribution

Office Administrator Timberman reported the first draft of the policy took place at the June 10, 2020 meeting. No changes were made. Director Brothers made a motion to adopt the policy as presented.

Vice-chair Shannon seconded.

All in favor, motion carried.

(5 yes votes: P. Brothers, D. Shannon, L. Smith, M. Sorensen & F. Weber; 0 no votes)

Revision of General Order #12 - Awards

Fire Chief Flood proposed revisions to General Order #12 - Awards. This update is one more step in separating the business of the Corbett Firefighters Association from those of the District. This GO explains the awards the District will give; the parts of the GO that we are eliminating will be incorporated into the by-laws of the Association. Director Brothers made a motion to accept the revised General Order #12 as presented.

Vice-chair Shannon seconded.

All in favor; motion carried.

(5 yes votes: P. Brothers, D. Shannon, L. Smith, M. Sorensen & F. Weber; 0 no votes)

District boundaries - Aims

Vice-chair Shannon led a discussion regarding what he sees as an opportunity for us to expand our district to a small area south of the Clackamas County border. He thinks our best option is to act prior to Sandy contracting with Clackamas County for fire services. He contacted legal counsel at SDAO and was advised to prepare a letter to their board with a proposal and some numbers. Fire Chief Flood reported that when Sandy requests mutual aid across the line we currently only make it out the door about half the time which might be a tough sell. He will run more numbers.

Chief's Report

Run report for June - 25 calls, we have slowed down again and it looks if things continue at this rate, we are on pace for about 350 for the year

Training - we just finished a rotating three-week, three-part training series

GO - Officer selection - plan to update and present at next month's meeting

4th of July - Some of our flags were stolen, we have received \$497 to replace them; we minimally participated in the parade

BLM protest – we staffed up for a BLM protest the last Saturday in June on the off chance of an accident, there were no incidents or calls

MDTs – displayed and demonstrated a new MDT, cost will be about a quarter of that for a tough book

Picnic – not planned at this time

Chair Smith adjourned the Board Meeting at 7:51 p.m.