

Medford Rural Fire Protection District #2
200 South Ivy, #180, Medford, Oregon
January 2, 2019 3:00PM
Board Meeting Minutes

Call to Order 3:00PM- Regular Meeting

Roll Call

X	President Joe Brooks
X	Vice President Jack Tait
X	Sec/Treasurer Dan Marcisz
X	Director Bill Riggert
X	Director Bob Sheets

Introduction of Guests- Cary Halligan JCFD5 Board Member

Staff Members in Attendance

Brian Fish, Fire Chief
 Justin Bates, Deputy Chief- Operations
 Greg Kleinberg, Deputy Chief- FLSD
 Pam Webber, Fire Admin Manager

Public Comment- None

Motion to approve Minutes of December 5, 2018 Meeting- Sheets

Second- Tait

Motion carried- Unanimous

Agenda Meeting Attendees- Joe Brooks and Jack Tait

Financial Status Report- Marcisz

Demand Account*		Interest*	Capital Reserve*		Interest*
Fund 5942	2,078,553.63		Fund 5946	1,274,525.41	
Chckg Account 0847	2,624.92		Pool Plus- 4155	7,741.77	
Total	2,081,178.55	N/A	Total	1,282,267.18	N/A

*Due to the meeting date falling on the 2nd of the month, there are no statement or transaction summaries available. Therefore, there is no interest or income reports at this time.

Marcisz presented expenses-

PO#1689 Cascade Fire Equip, SCBA Packs/Cylinders	114,741.00
PO#1714 Lion First Responder, Liquid Smoke	2,330.18
PO#1718 City of Medford, Contractual Payment	1,582,044.45
PO#1720 Marquess & Associates FS#4 Burn Building	10,327.50
Secretary/Treasurer Monthly Stipend	700.00
Total	\$1,710,143.13

Continued Expenses from page 1

Motion to pay \$1,710,143.13 in expenses- Tait

Second- Riggert

Motion carried- Unanimous

Correspondence-

- **State Pool Account-** Notified of rate change on the 2.75% as 12/24/18
- **SDAO-** Offered to compensate the registration fees for Marcisz registration.
- **SDAO-** Conference update with subjects that will be presented

New Business

Upcoming Purchases- Chief

Chief informed the Board members of several equipment items that will be ordered.

- **Tender Fol-Da-Tank Liner-** \$1,270 Chief explained that the Water Tender carries a portable tank for the purpose of filling engines at remote areas where there are no hydrants available. The portable tank is wearing out and beyond further repair.
- **Auto Pulse Carry Cases-** Replacement due to normal wear (4@\$387)- \$1,548

Motion to purchase equipment presented by the Chief in the amount up to \$3,000- Tait

Second- Riggert

Motion carried- Unanimous

Budget vs Actual Report- Marcisz

There was a discussion regarding a report for budget vs actual for the next meeting. Marcisz will provide a report and have it available for the agenda meeting.

Old Business

Status of SDAO Conference Attendees- Webber

Marcisz and Brooks will be attending the pre-conference. Lodging at \$109 per night. Meals will be per diem and there will be transportation expenses. SDAO offered to pay the registration for one attendee. The total amount estimated is \$330 plus \$100 for registrations.

Due to the conference, Marcisz requested that we adjust the February meeting, since two board members will be attending the SDAO Conference.

Motion to approve moving the February meeting 2/13/19- Marcisz

Second- Tait

Motion carried- Unanimous

Policy Manual- Marcisz

The Second reading of the Stipend Policy was accomplished.

Motion to approve the Stipend Policy- Marcisz

Second- Sheets

Motion carried- Unanimous

Review of the Board of Directors Eligibility Policy- Marcisz

There was discussion regarding an ordinance for the eligibility of MFR Personnel in serving on the MRFPD2 Board of Directors. There are some issues with the current policy that refers to "City Employees". The board considered an ordinance to clarify the situation. Brooks suggested that the verbiage remains the same, but utilize the term "City of Medford Employees". Several other policies were discussed and will be presented at a future meeting.

Staff Report

Activity Reports- Chief

Deputy Chief Kleinberg reviewed the FLSD reports.

Cancer Prevention Bag Demonstration- Chief

Chief shared an example of the Cancer Prevention bags that the board previously supported with funding. This is similar to a firefighter "ready bag". The non-permeable bag includes extra hoods, helmet liners, and gloves, cleaning wipes, change of clothing, sun screen, structural gloves and rehabilitation supplies (fluids and snacks). The bag is designed for easy cleaning and another step in the direction of protecting the health of firefighters that are exposed to contaminants at various incidents.

Air Pack Status and Demonstration- Chief Bates

The 2018 air pack order of 19 packs arrived. Bates shared the differences of the old and new packs by showing an example pack. The new bottle is higher pressure (5500psi compared to 4500 psi). Everything on the new packs is removable for cleaning and cancer prevention. The new bottle has a quick release for ease and efficiency of quickly changing bottles.

There is a quick connection for the buddy breathing system. The current connection is proprietary to Scott and there will be an NFPA standardized connection in the near future. The new masks and regulator have a heads up display for air level monitoring.

There was an upgrade required for our current compressors to fill the higher pressure bottles. Chief noted that we continue to attempt to get a grant for an Air-Light Apparatus.

Facebook- Chief

The City Emergency Manager, Melissa Cano has the City of Medford on the Statewide Citizen Alert system. Anyone in the Medford area or on the MFR Facebook page will have the ability to receive an Emergency Alert.

Item not on the Agenda- Chief

Chief Justin Bates will be leaving the City of Medford for a position at Jackson County Fire District #3, where he will serve in an Administrative position, particularly in data analytics. Chief Fish praised Bates' years of service at Medford Fire and shared with the board that while he is sad to see him go, he is supportive of Justin in pursuing new challenges.

Chief Bates noted that while it was a tough decision to leave, he is looking forward to a new opportunity and challenge. He thanked the board and noted it has been an honor to work for the City of Medford. The board will be notified of the City celebration that will be held in his honor.

Next Board of Directors meeting February 13, 2019

**Meeting Adjourned
4:30PM**

Action Items

Action Item	Responsible Person	Due Date
Budget to Actual Report	Marcisz	1/16/19

Respectfully submitted by Pam Webber, MFR