

**Medford Rural Fire Protection District #2  
Telephonic Meeting (Due to Gov Brown's Executive Order)  
May 6, 2020 3:00PM  
Board Meeting Minutes**

**Call to Order 3:46PM- Regular Meeting (followed Budget Committee Meeting)**

**Roll Call**

X	President Jack Tait
X	Vice President Bill Riggert
X	Sec/Treasurer Dan Marcisz
X	Director Joe Brooks
X	Director Lisa Sandrock

**Introduction of Guests- Bob Sheets (Budget Committee Member)**

**Staff Members in Attendance**

Eric Thompson, Fire Chief  
Pam Webber, Executive Admin Assistant

**Public Comment- None**

**Motion to approve Minutes of the April 1, 2020 Meeting- Riggert**

**Second- Brooks/Sandrock**

**Motion carried- Unanimous**

**Agenda Meeting Attendees- Riggert & Tait**

**Financial Status Report- Marcisz**

**As of April 30, 2020**

<b>Demand Account</b>		<b>Interest*</b>	<b>Capital Reserve</b>		<b>Interest*</b>
Fund 5942	587,015.15	843.34	Fund 5946	1,199,614.03	1,733.61
Ckg Account 0847	4,952.21	.12	Pool Plus- 4155	4,467.43	.88
<b>Total</b>	<b>591,967.36</b>		<b>Total</b>	<b>1,204,081.46</b>	

\*Interest noted is included in totals.  
No tax revenue reported at the time of this report

**Marcisz presented expenses:**

<b>Item</b>		<b>Line</b>
PO#1788 Cascade Fire Equipment- Wildland Hose for Type 3	4,700.00	1-5070
PO#1800 RJ Machine- Aluminum Wedges for District Apparatus	90.00	2-5560
PO#1804 Knox Company- Med vaults for District Apparatus	6,768.00	2-5555
PO#1805 Hydrotech Manufacturing- Shelving modification for Type 3	120.00	2-5560
PO#1806 Municipal Emergency Services- Thermal Camera for Type 3	3,170.95	2-5560
PO#1807 Rosebud Media- Required budget meeting notice	88.43	1-5060
PO#1808 Card Member Services- Office 365 Subscription	99.99	1-5050
Secretary/Treasurer Stipend	750.00	1-5180
<b>Total</b>	<b>15,787.37</b>	

*Continued report on expenses from page 1*

**Motion to pay \$14,787.37 in expenses- Riggert**

**Second- Sandrock**

**Motion carried- Unanimous**

### **Correspondence**

Refund checks from Northside Ford Truck Sales in the amount of \$5.04- Marcisz

### **New Business- None**

### **Old Business**

Budget Planning- Marcisz

Marcisz reviewed and gave explanation for the carryover amount. Brooks requested "Budget Close" report from staff for the end of the year.

### **Staff Report**

Emergency Communications of Southern Oregon Designation Letter- Thompson

Thompson explained, as the Fire Chief, he is the designated district fire official to the Board of Directors. This designation will be documented and sent to ECSO. Tait signed the letter.

### **Covid-19 Report/Status- Thompson**

Thompson reported that Jackson County is doing very well with only two new cases in Jackson County over the past month, no deaths and recoveries on a regular basis. The department has sufficient personal protective equipment, and none of our personnel have tested positive. The City of Medford will open in phases, according to the governor's directive. The local hospitals are doing very well and they are able to address the admissions at regular staffing levels. There were questions regarding the PPE supplies. All orders were successfully made through the County. Thompson informed the group that MFD is submitting a FEMA grant for reimbursement for approximately \$18,000 in Covid-19 supplies.

### **Activity Report- Thompson**

Thompson reviewed the Activity Report. There were several questions regarding an explanation of acronyms and also about the responses in relation to burning season.

### **Good of the Order**

- Marcisz- There were questions about the Community Planning Assistance for Wildfire (CPAW) grant process. There is no financial support, but there are resources for technical assistance to develop a fire resistive plant ordinance and wildfire risk reduction.
- Notice for the June 3, 2020 meeting will reflect that the meeting is electronic. Chief Thompson noted that we should announce an electronic meeting. It was decided that the meeting would be posted for both attending in person and electronically.

**Meeting Adjourned**

**4:22PM**

Respectfully submitted by Pam Webber, MFR