



**Board of Directors
Meeting
February 12, 2007**

Members Present: Jack Ferguson, Chairman
Gary Nicholls, Director
Oly Olsen, Director
Ted Chase, Director
Stephen Morgan, Director

Also Present: Adrian Rogers, Fire Chief
Sharyn Toso, Administrative Assistant

1.0 CALL TO ORDER: The meeting was called to order by Chairman Jack Ferguson at 6:05 pm.

2.0 PUBLIC COMMENT PERIOD: There were no public comments.

3.0 APPROVAL OF AGENDA: No changes made to agenda.

4.0 CONSENT CALENDAR

4.1 – 4.4 The minutes of the January 8, 2007 meeting, minutes of the Special Meeting of January 26, 2007, minutes of the Organization & Personnel Committee meeting of February 6, 2007 and the February warrants were presented for approval. A motion was made by Stephen Morgan to approve the minutes and warrants as presented, seconded by Oly Olsen, passed unanimously.

4.5 The application for Volunteer Firefighter Kenneth Mills was presented for approval. A motion was made by Gary Nicholls to approve Volunteer Firefighter Kenneth Mills, seconded by Stephen Morgan, passed unanimously.

5.0 COMMUNICATIONS

5.1 The Board reviewed & discussed the 2006-2007 Statement of Economic Interest Form 700. Chairman Ferguson requested each Board member to complete Form 700 as soon as possible.

6.0 SPOKESPERSON FOR THE DEPARTMENT

6.1 Fire Chief's Report for January 2007 was given to the Board for review. Discussion of the fire suppression survey and the most effective way to educate the community about the Fire District. Chairman Ferguson suggested having a workshop to further discuss the fire suppression survey to identify the issues. Board agreed to schedule a public workshop.

The Board discussed Station 2 roof replacement. Chief Rogers suggested the possibility of paid staff and volunteers doing the tear-off, but will need direction from the Board come spring 2007.

The Board discussed presenting Mr. Ron Smith a Certificate of Valor for the roll he played in a recent structure fire. Board agreed Mr. Smith should be recognized along with the daughter of the victims that assisted him.

Chief Rogers explained the new format for the incident report. Chief Rogers presented and discussed the possibility of hiring 960-hour employees. Chief Rogers will have further details about the program at a later time. A motion was made by Oly Olsen to accept the Chief's report as presented, seconded by Gary Nicholls, passed unanimously.

- 6.2 Fire Marshall's report for January 2007 was given to the Board for review, accepted as presented.
- 6.3 Training Officer's report for January 2007 was given to the Board for their review. BC Smutz noted the possible grant total would be \$162,000 if awarded.
- 6.4 Minutes of the January 2007 Paid Staff Meeting were given to the Board for review, accepted as presented.
- 6.5 Minutes of the January 2007 Volunteer Association Meeting were given to the Board for review, accepted as presented.
- 6.6 Board discussed the fire suppression survey. Board agreed to schedule a public workshop to identify problems and how to effectively educate the citizens of the Fire District.

7.0 OLD BUSINESS

- 7.1 The Board discussed the 2.1% COLA raise for staff, will discuss at a future date. Tabled for November 2007.

8.0 ACTION ITEMS:

- 8.1 A motion was made by Gary Nicholls to approve the following SOP's and Policies as written and presented;

Policy #517 – Personnel
Policy #701 – Training
SOP #1122 – Personnel
SOP #1300 – Communication
SOP #1301 – Communication
SOP #1302 – Communications
SOP #2200 – Apparatus and Equipment
SOP #2400 – Response Procedures

seconded by Oly Olsen, passed unanimously.

8.2 The Board discussed the administration office project. Chief Rogers presented the committee's recommendation. Board agreed to move forward on the building of the offices at Station 1 in the bays at an estimated cost of \$6,200. A motion was made by Jack Ferguson to approve the construction of the administration offices at Station 1 with a budget of \$7,000, seconded by Ted Chase, Passed unanimously. Director Nicholls confirmed that the project will be completed by the Districts employees.

9.0 NEW BUSINESS

No new business

CLOSED SESSION

Chairman Ferguson stated the Board would be entering into Closed Session at 7:38 pm. to discuss labor negotiations and Fire Chief Rogers Employee Evaluation.

Open session reconvened at 8:20 pm. Chairman Ferguson. Reported that labor negotiations be moved to next month.

10.0 DIRECTORS COMMENTS

Director Nicholls expressed concern regarding the recent structure fire resulting in a double fatality. Director Nicholls suggested that the District explore and encourage city residence to install residential sprinkler systems to insure fire safety in the District. Chief Rogers said there is no incentive for the residence to install such a system. Chief Rogers explained that the District would like to apply for a grant so the District can provide a smoke detector program for the city residence at no cost.

Director Chase requested the Board to move the start time for the Board meetings back to 7:00 pm. Board agreed to move back to the original start time of 7:00 pm.

ADJOURNMENT

A motion for adjournment was made by Stephan Morgan, seconded by Oly Olsen, passed unanimously. Chairman Ferguson brought the meeting to a close at 8:30 pm

Submitted by:

Sharyn Toso, District Secretary

Date

Approved by:

Jack Ferguson, Chairman

Date