



Sisters-Camp Sherman Rural Fire Protection District
“Protecting Life and Property through Quality Service”

Minutes of the Board of Directors of the Sisters-Camp Sherman Fire District
April 21, 2009

President Dave Elliott called the meeting to order at 5:02 p.m. Directors attending: Don Boyd, Al McKenzie, Peter Storton and Chuck Newport. Staff attending: Chiefs Robertson, Enoch and Karjala, Admin. Asst. Spor, Captains Lovegren and Brown, Fire Medics Bruegeman, Vial and Crawford. Association members attending: Jeff Liming, Bill Hayes.

Association President Jeff Liming presented the Association report:

- Thanks to the Board for the support of the Association.
- Community Easter egg hunt was a success and included several hundred kids. Fire prevention was again the theme.
- 12 members from the Association served dinner at the Oregon Fire Chief’s dinner once again this year.
- Scholarships are funded for this year and next.
- Upcoming Rodeo and parade. Let Jeff know if you are interested in participating in the parade.
- Helping Fire Marshal Wheeler with a smoke detector project in the Camp Sherman area.

Unanimously approved appointment of Gary Cundiff to the Budget Committee. Term to expire 2010. Motion Director Storton, Director Boyd second.

Consent Agenda: Unanimously approved –

- March 17, 2009 minutes, financials, bank statements/reconciliations, check register, operating fund summaries and ambulance report. Motion Director McKenzie, Director Newport second.
- Captain Brown to provide Call Activity Report to Board following the meeting.

Resolution & Reserve Fund Expenditures: Unanimously approved -

- 2008-2009-037 Motion Director Newport, second Director Storton
- 2008-2009-038 Motion Director Storton, second Director Boyd
- 2008-2009-039 Motion Director McKenzie, second Director Newport
- 2008-2009-040 Motion Director Boyd, second Director McKenzie

Administration:

- Board reviewed proposed change to Book 1 2.04 Investment Policy and had no questions.
- Building/Construction update – Discussed major issues. Jeff Bringenberg working with Steve Braff from Woodburn Construction regarding roof repairs. Infrared heaters still a major issue and Woodburn has advised that subcontractor will replace all pigtailed. Sheetrock repairs are scheduled for the second week in May. Flooring upstairs have spots that are cracking and have nails pushing through. Chief Robertson's intention is to withhold the money for every one of the issues until they are fixed to our satisfaction. Other minor issues are still being worked through. Board may see a small check for retainage come through, but it will not be what Woodburn has proposed until items are addressed to our satisfaction.
- Captain Lovegren presented the 48/96 schedule and proposed policy additions/changes to 2-3-4, 2-2-11 and 2-3-1. Reviewed a draft policy. This was brought forward by some of the line personnel who had seen other departments with the schedule. Captain Lovegren wanted to make sure the issues could be resolved before bringing proposal forward.
 - No financial impact on the District.
 - Communication between shifts has been worked out in advance.
 - Shifts propose 6-3-09 start date, but can be flexible to work out FLSA schedule issues.
 - Letters of support from other departments on the schedule.
 - Chief Robertson added that this schedule is no more or no less hours than shifts worked before; it is just a reconfiguration of the current schedule. Chief also agreed there would be no financial impact on the District by going to the new schedule and that the system would be on a trial basis for one year. Some larger departments have struggled with the schedule, but not small organizations. Chiefs Robertson, Enoch and Karjala support the change on a trial basis. Chief Robertson stated that one advantage to the District is that we have a guarantee from the shift personnel to come back for 7 PC's and unanticipated vacancies/sick call where we haven't had that before. He added that there are a lot of things we can't do for the employees right now, but this is something we can do. It has been a good cooperative effort between shifts and administration the Chief believes.
 - Director Storton asked questions about fatigue and work routine issues and the Chief's assured him that we will work around those issues and we have policies in place and state laws to ensure our shifts will get enough rest. Chief Karjala added there will be no interruption of training and physical fitness with the new schedule as those tasks will be required.
 - Chief Robertson encouraged the Board to review the plan, ask questions and we'll put it on the agenda for the next Board meeting.
 - All staff is in favor of the 48/96 per Captain Lovegren.
- Replacement policy 2-5-2 was reviewed by the Board. Objective all along has been fitness of our employees. This replacement policy defines those objectives. Board is welcome to schedule an orientation with Chief Karjala and use the gym. Director McKenzie asked for clarification of no contact sports and Chief Karjala indicated that just means "on duty".

Fire Chief Report:

- New surplus 6x6 is here. No cost in getting it and has only 9,000 miles on it. This is a long-term investment at basically no cost to the District other than required improvements to the vehicle. We budgeted money in next year's budget for paint and tank.
 - Chief Karjala's contacts from ODF have been a real asset for our District.
- Chan Cathcart's memorial service is scheduled for May 16 at 1 p.m. at the Community Hall at Camp Sherman. Martha requested the Honor Guard to post colors. Chief Robertson would like to make a donation to the Honor Guard. Everyone will be in uniform and Chief encouraged all to attend. Board consensus was to provide \$150 donation to the honor guard for their services.
- Association funded a team from the department for the Pole, Pedal, Paddle event in Bend.
- Susan's recovery is coming along well. It will be a few more weeks before she's either back or with a doctor's renewal.
- Discussed the City of Sisters and the recent sequence of events. Chief Roberston stated that we are doing our best as a District to be good neighbors, but business is business. He gave his word to the Board that he is doing his best to be professional, but will not ignore significant issues brought forward by the City. Director Elliott met with the Mayor and he (mayor) advised that the City had not acted properly and apologized for not getting the drill- field zoning issue on the ballot. It is a work in progress and looks like it will be on the November ballot. The City may not make the deadline, but they are working towards resolving the issues.
- Chief updated Director McKenzie on the swales fencing issue. The city would like us to use river rock. We are on hold right now.
- The budget hearing was set for May 19, 2009 at 5 p.m.

No further business was discussed and the meeting adjourned at 6:50 p.m.