



June 16, 2009 Minutes of the Board of Directors of the Sisters-Camp Sherman
Rural Fire Protection District – Administration Building

President Dave Elliott called the meeting to order at 5:05 p.m. Due to technical difficulties recording of the meeting was not started immediately. Directors attending: Peter Storton, Chuck Newport and Don Boyd. Absent: Al McKenzie. Staff attending: Chiefs Robertson and Enoch, Admin Houck and Captain Brown.

No public attended.

No Association representative or report presented.

Unanimously Approved Consent Agenda, motion Peter Storton, second Chuck Newport. No corrections or comments received other than asking if alert system installation is complete. It is near completion.

Administration: Building/Construction update: Director Newport has been very helpful. We still have some outstanding issues. Roof was reviewed again today. It is not correctly lapped. Conversations with Woodburn Construction are frustrating at times. Director Newport says if they will not correct the problem we will use the retained funds.

Safety protection around fire poles is mostly completed. Other safety issues are in the process of being resolved.

Visa Policy: Chief informed Directors of a theft of department member's wallet resulting in the cancellation of the Fire District's credit card. This limits our ability to conduct business. The proposed solution is to obtain a department credit card that carries each individual's name so in an event only that specific card is cancelled. Review of our financial policy section Book 1 Section 7.06.3 states: "...visa card issued by the Bank of the Cascades, Sisters Branch..."

The proposed change deletes that sentence and inserts: "...a local bank..." After review, the Board,

Unanimously approved the proposed change to "a local bank" in Book 1 Section 7.06.3, motion Peter Storton, second Don Boyd.

Fire Chief Report: 48/96 schedule works well so far and provides continuity for staff increasing productivity.

Vehicle 734 no longer fits the department's needs and additionally the vehicle is significantly overweight and has other problems; it has become a risk and liability to the department and department members. Staff will research values and at a future meeting request the vehicle be declared surplus.

Mechanic: Department member Bill Hayes has the appropriate vehicle mechanic certification and Chief has hired him to repair 734 for re-sale. We may utilize him part time to reduce Captain Lovegren's workload thus helping to ensure safety and to meet or exceed NFPA standards.

Captain Ast and his wife welcomed a new baby boy.

Students: are finished for this year. For summer maintenance we will initially hire 2 and hire an additional 2 as summer progresses.

Budget: With tax moneys received in June and estimated tax revenue for July and August it appears to be a better picture than expected.

Volunteer Evaluations: Directors believe an annual evaluation for volunteers is a great idea. It opens more lines of communications and helps to address any problems.

Board Training: SDAO is providing Directors an excellent one day seminar in Bend on August 14th. Directors are encouraged to attend; as it also assists discounts for insurance premiums.

Call/Activity Report: Director Boyd questioned why some members did not have any documentation for calls. Chief Robertson noted there were several different reasons: 1) some are on leave; 2) some are new and not yet trained; 3) some do not have the required certification as of yet; and 4) some are not responding. Chief explained a new rule is being implemented in that those members without response times will be reviewed by Chief Karjala and the Captains at the end of a quarter to seek solutions to why there is no response.

No further business discussed and the meeting adjourned at 5:29 p.m.

Respectfully submitted,