

Sublimity Fire District Board of Directors Meeting Minutes Wednesday, March 10, 2010

Meeting called to order: by Rick Kauffman at 7:00 p.m.

Members present: Rick Kauffman, Tom Etzel, Gary Rychard, Ralph Fisher, Jeff Kropf

Staff present: Chief Brandon Hamilton, Amy Doran

Others present: Nick Lane, Dustin Hamilton

Additions/Deletions to Agenda: Communications-Add thank you from Lifeline Screening; New Business-Add chief evaluation

Citizen Comments: None

Firefighters Association Input: Nick Lane thanked the chief for organizing the banquet and noted that the membership seemed to be enjoying the more formal theme. The complaints were that the room was cold and the food was not particularly good. Chief Hamilton said that he already had a lead on having the banquet catered by Johnny Mack and Bill Klein next year. The next big event coming up is the safety fair in June. The district procured Keizer Fire's old jackets for free. Some volunteers have still expressed an interest in having light district jackets to wear around town. There has been discussion regarding the purchase of exercise equipment. The board asked to find out about insurance liability with something like that. There was discussion regarding coverage and exercise equipment. The board said to keep up the good work.

Reading of Minutes: The board reviewed the minutes from the month of January.

MOTION: Tom Etzel moved to approve the minutes for February 10, 2010, as presented. Gary Rychard seconded. Motion passed; a voice vote was unanimous.

Communications: There was discussion regarding the letter Chief Hamilton sent to Mark Jensen in response to his comments at the last board meeting. The chief mentioned that there will be an After Action review of the call in question at Mr. Jensen's residence. The board noted that it had asked Mr. Jensen for more information and that he speak with the chief. He had ample opportunity to accomplish both of these things and chose not to, so the board will not proceed any further with his complaint at this point.

There was a thank you from Silverton Fire District for our assistance on one of their fires. There was also a thank you from LifeLine Screening for the use of our training room. They wanted us to know that they did find one abdominal aortic aneurism that they would consider a "life save." The board was pleased about that.

Payment of Bills: The board reviewed bills and payments for the month of February. The cost to fix Engine 52 was \$1,540.

MOTION: Ralph Fisher moved to pay the bills for February as presented. Jeff Kropf seconded. Motion passed; a voice vote was unanimous.

Chief's Report:

Alarms: Chief Hamilton reviewed alarm totals for the board. January and February were both unusually busy. There was discussion regarding response times.

Old Business:

Audit Contract: The board discussed whether to put the audit out for bid and elected to wait until next year, when there is more time to gather potential bids. It will be added to the agenda for the January 2011 meeting.

New Business:

Training officer: Chief Hamilton said that he would like to explore the option of hiring a paid training officer to complete training officer and fire marshal duties. Jeff Kropf wanted to know if the district could afford it. Rick Kauffman wanted a position description and other pertinent information. He also asked to look at the chief's duties and evaluate priorities, etc. The chief said that the driving force behind this suggestion is the health of the organization. He anticipates that this position would cost approximately \$40,000-50,000 per year. Amy Doran would like to switch to three-quarter time beginning in September and that would free up a minimum of an additional \$10,000 that could be used toward the new position. Jeff Kropf said that he was leaning toward the idea of a training officer if it meant only a small sacrifice to the annual contribution of money toward the equipment reserve fund. He would like to see a cost breakdown.

Chief evaluation: Chief Hamilton's district anniversary is May 15th. There was discussion whether to make discussions regarding performance, negotiations, etc., public. The board agreed to having each individual director fill out his evaluation of the chief, then meet at the beginning of the next meeting in executive session, with next month's meeting beginning at 6 p.m. instead of 7 p.m. The timeline laid out for negotiations was that they be finalized between the April and May meetings. The board requested copies of the chief's contract and last year's evaluations.

Good of the Order:

Annual report: There was brief discussion regarding the annual report.

Adjourn:

MOTION: Jeff Kropf moved to adjourn the meeting. Ralph Fisher seconded. Motion passed; unanimous. Meeting adjourned at 8:15 p.m.

Respectfully Submitted by Amy Doran

Approved by Rick Kauffman