

**Sublimity Fire District
Board of Directors Meeting Minutes
Wednesday, May 10, 2006**

Meeting called to order: by Kyle Amsberry at 7:10 p.m.

Members present: Kyle Amsberry, Rick Kauffman, Gary Rychard

Staff present: Chief Tim Frost, Office Administrator Amy Manning

Others present: Gene Ditter, Alan McMahan

Additions/Deletions to Agenda: None

Citizen Comments: Alan McMahan thanked the board for 10 years of good employment and for attempting to help him procure a contract with the Oregon State Fire Marshal's Office. He let them know that he did end up with the job. The board thanked Alan for his service to the fire district.

Firefighters Association Input: Gene Ditter informed the board that the association has decided to proceed with the Christmas Tree project. He also noted that the old parade vehicle would be put up for sale. At this point, it's taking up valuable storage space, needs a lot of work, and isn't really an antique engine.

-Gary Rychard asked about the history of the vehicle.

-Gene said that it was converted to a parade rig for the fire district, but it has been rapidly deteriorating. It is owned by the Firefighters Association. Assistant Chief Heater knows the history of the vehicle and approves of its sale. The association feels that it will take too much time and money to repair a vehicle that was never really an antique engine.

-Gary asked if the association actually had a new tree.

-Gene explained that Jim Heater said he would find a tree if the association would supply a space for it and a spade. He noted that Alan McMahan also had a possible tree available. The association will need to work with the city because the tree will need power and water.

-Kyle Amsberry asked about overall district morale.

-Gene said that things were good for the people who are around, but the district still needs more firefighters.

Reading of Minutes:

MOTION: Rick Kauffman moved to approve the minutes for April 12, 2006.
Gary Rychard seconded. Motion passed; a voice vote was unanimous.

Communications:

Dispatch info: Chief Frost explained that he and some of the other district members helped roof the new dispatch center. Dispatch staff sent a goody basket and a thank you card. Also included in the board packet were the new dispatch pay schedule and a briefing on the new center. June 7 is the expected start date. Chief Frost briefed the board on what was discussed at the recent 911 Center meeting. There was discussion about how smoothly the opening of the new center would go. Gary Rychard noted that it might be pushed back one week.

Stayton Mail article: Gary Rychard was chosen as Sublimity's First Citizen. It was also noted that Sublimity Fire District Captain Brandon Hamilton was featured in an article highlighting a recent police department accomplishment by him and his dog, Palo. Kyle Amsberry was shown on Channel 12 News in a feature about S.W.A.T. medics.

Payment of Bills: Chief Frost and Amy Manning reviewed expenditures for the board. Chief Frost noted a new expenditure had popped up; the water pump in the brush rig needed to be repaired. He also noted that he would eventually like to see the duty pickup equipped with a small pump. There was brief discussion about rising fuel prices.

MOTION: Rick Kauffman moved to pay the bills. Gary Rychard seconded. Motion passed; a voice vote was unanimous.

Chief's Report: Chief Frost reviewed alarm totals with the board.

Old Business:

Workers' Compensation Insurance: Chief Frost and Amy explained to the board that they had been researching, trying to find the best option for the volunteers, but had been getting unclear responses from Wilson-Heirgood. The board encouraged them to continue trying to find clear answers in a better format. Chief Frost noted that he would try talking to Jeff Griffin for better information. The board agreed to put the matter on hold until receiving more information.

Performance Evaluations: The board reviewed evaluations for Chief Frost and Amy. Both evaluations were quite good. Chief Frost and Amy then identified some performance goals for 2006-07. The goals were: creation of a joint technical rescue team with Stayton Fire; revise/update the SOG manual; develop new fire fighter orientation manual and required initial training; recruit five new members; get safety committee up and running.

New Business:

Intern Guidebook: Chief Frost and Amy presented the board with a newly updated guidebook for the intern program. There was discussion regarding reimbursement amounts. The board also decided that there should be a clear definition of "successful completion" of the semester.

- Gary Rychard asked about Internet violations and if the district had a policy.
- Kyle Amsberry felt the district should have a strong Internet policy.
- Gene Ditter mentioned a past problem with an ex-volunteer.
- Rick Kauffman felt that if the interns are using their own computers to access the Internet, it wasn't a problem; however, if they are using district computers, there need to be some guidelines.

The board agreed that there needs to be some sort of Internet controls

MOTION: Gary Rychard moved to approve the Intern Handbook and Guidelines as presented. Rick Kauffman seconded. Motion passed; a voice vote was unanimous.

Good of the Order: Amy reminded the board about the Budget Committee meeting coming up on Tuesday, May 16, 2006, at 7:00 p.m. She also passed out a flyer for Stayton Fire's annual breakfast, which will be held on May 21.

Adjourn:

MOTION: Gary Rychard moved to adjourn the meeting. Rick Kauffman seconded. Motion passed; a voice vote was unanimous. Meeting adjourned at 8:30 p.m.

Respectfully Submitted by Amy Manning

Approved by Kyle Amsberry