

**COLESTIN RURAL FIRE DISTRICT
BOARD OF DIRECTORS MEETING
October 11, 2013**

PRESENT: Pam Haunschild, Peggy Moore, Teri Thomas, Cindy Warzyn, Steve Avgeris.

ABSENT: Alissa Lipking

The meeting was called to order at 6:03 pm at the Hilt Church. Items added to the agenda: Kiosk, Safety Grant, SDAO policies.

MINUTES

It was M/S/P (Thomas/Haunschild) to approve the minutes as distributed.

TREASURER'S REPORT

Teri handed out the financial reports. We have \$53,635.57 in the Treasury account and \$5,426.84 in the checking account. This time of the year the budget area is "quiet" with few bills coming in and revenue is waiting on the November taxes.

CHIEF'S REPORT

Since the Chief was unable to attend the September meeting, this report covers a two month period.

There were two medicals, two vegetation fires and one structural fire (which was an easy save).

Fire season is officially over. Brian Ballou told Steve this was the worse fire season in Oregon's history. We were very lucky to have no significant incidents.

Steve reported that after sign ups by volunteers, if we don't increase the volunteer base we need to down size our equipment. Paying the additional insurance and upkeep costs with such a small department is unnecessary.

Training will begin after the first of the year. If the weather is decent, Steve might begin training in February. Darin Dow of Cal Fire would like to do two trainings in November.

Steve was invited and attended a meeting in the Hornbrook area regarding the proposed Black Mt. Department. This is not to replace Hornbrook but to provide a department that will cover some currently difficult areas in Siskiyou County. Steve and Bernie Paul from Cal Fire will continue to attend as needed.

PICNIC "DE BRIEF"

Cindy passed out a sheet outlining the tasks involved, costs (\$372.21), and left over items. Cindy reminded the Board that we purchased two new banners for a cost of \$96.00 which can be reused

but will need the date changed (which is fairly inexpensive). That amount is in the cost of the picnic this year.

We did very well with donations at the event and there were 55 people in attendance. The Board agreed we need to move up the date to the week after Labor Day for 2014.

SAFETY GRANT

Pam had discussed the possibility of a \$6,000 matching grant for safety and security. She and Steve had considered doing some work to the Station in Hilt but Steve spoke with Fruit Growers (since we share the space with them) and it's too complicated because it would involve disrupting Fruit Growers activities.

Cindy suggested that we look at the lighting in Station 1 which she says is quite bad. Pam and Cindy will coordinate to see if there are particular areas we can apply for.

KIOSK

Peggy raised some concerns about the location of the Kiosk. The Board had agreed to place it in the "pickle". Much of what we post is information from ODF yet the location of the Kiosk is to be in California. Peggy met with the Siskiyou County folks to determine whether the easement is a problem and it is not. Steve mentioned that Chief Bernie Paul has been a proponent of Oregon and California working together as much as possible. He will talk with Bernie to see if there is a problem with the placement of the Kiosk, knowing that much of the information will be coming from Oregon.

SDAO POLICIES

Teri has been working with the folks from SDAO. The major finding with the review they did was that we did not have a number of policies approved by the Board. Teri received guidance from the SDAO contact, which provided us with the policies we need to approve and some samples of them. The Board received copies of the policies by email and reviewed them prior to the meeting.

After discussion, it was M/S/P (Haunschild/Warzyn) to adopt the Standard Operating Guidelines recommended by SDAO. Teri will make changes to the documents where they reference other departments. These will be given to the Chief for his review and any further recommendations will be brought to the Board.

These policies will be scheduled for an annual review. The policies are: Passport Accountability System – General; Reporting Child Abuse; Equipment & Apparatus (All employees respiratory protection plan); Incident Command System – General; Backing Apparatus. Policies on Sexual Harassment and Discrimination have already been approved by the Board.

These will be placed in a notebook and kept at the Hilt Church for volunteers to review as needed.

The Board thanked Teri for all her work on these policies.

NEXT MEETING

The next meeting will be on November 8th at the Hilt Church at 6 pm

It was M/S/P (Thomas/Warzyn) to adjourn. The meeting was adjourned at 6:50 pm.

Respectfully submitted,

Peggy Moore