

# SILVERTON FIRE DISTRICT

## MINUTES

***DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION***

REGULAR BOARD MEETING 7:00 P.M. November 10, 2020  
Silverton Station #1

### **ROLL CALL:**

Les Von Flue, President	Robert Van Epps, Director
Stacy Palmer, Vice President	Dixon Bledsoe, Director
Robert Mengucci, Secretary-Treasurer	

### **ABSENT:**

*Les Von Flue, President*

### **IN ATTENDANCE:**

Chief Miles, Office Manager Cantu, Assistant Chief Grambusch, Lt. Brown (*via zoom*), Lt. Dandeneau (*via zoom*), Lt. Veit, BC Terhaar (*via zoom*), FF Terhaar (*via zoom*)

### **CALL MEETING TO ORDER:**

Vice-President Palmer called the meeting to order at 7:02 p.m. and led the group in the pledge of allegiance.

### **PLEDGE OF ALLEGIANCE**

### **APPROVAL OF MINUTES OF:**

#### **a) Regular Board Meeting Minutes**

Director Bledsoe made a motion to approve the minutes of the October 13, 2020 Board meeting. Director Van Epps seconded the motion. The motion carried unanimously. (*Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye*)

### **OPEN FORUM:**

Lt. Brown shared that the Annual Chicken Dinner was a huge success and sold out of dinners shortly after 4:30pm. Lt. Brown stated that the Volunteer Incentive Program (VIP) would be presented to the Association for a vote, however due to the governor's new guidelines, the meeting would be postponed until in-person meeting was allowed. Chief Miles offered to work with the committee to host a zoom meeting in order to accomplish voting. Lt. Brown shared that the new policy had been sent to the membership for review and had previously discussed the plan with Director Van Epps and the Administration. Lt. Brown stated that any questions or concerns could be directed to anyone on the committee: Dan Brown, Ray Dandeneau, Randle Redman-Brown, Keith Veit, Bernie Palmer, or Jim Terhaar.

Lt. Dandeneau shared his appreciation of the committee for their work in revising the VIP. Lt. Dandeneau stated that this year's Trunk or Treat was well attended and very busy. Lt. Dandeneau reported that the barrels for the Toy and Food Drive were distributed to participating business, however the drive would look different this year due to COVID-19. Lt. Dandeneau stated that the Association was trying to figure out alternative ways for the community to donate and would have additional details soon. Vice-President Palmer encouraged Lt. Dandeneau to forward any information to her and she would publish in Chamber "What's Happening".

**VI. OLD BUSINESS:**

**a) Board Handbook- Policy Revisions**

Chief Miles made a recommendation that the Board revise Policy 203 and 502 into a policy statement in lieu of a full detailed policy. Policy 203 Employee Assistance Program and 502 Loss Prevention are covered in detail in Operational Guidelines and the member handbook. After discussion the Board agreed to move forward with posting all revisions for review. Director Bledsoe made a motion to move forward with posting the handbook revisions for review. Director Van Epps seconded the motion. The motion passed unanimously.

*(Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)*

**VII. FINANCE OFFICER'S REPORT:**

- a) Check Summary**
- b) Departmental Expense Report**
- c) Bank Account Balance Comparison**

Director Van Epps made a motion to approve the finance officer's report as presented. Director Bledsoe seconded the motion. The motion carried unanimously.

*(Vice-President Palmer: Aye, Secretary-Treasurer Mengucci: Aye, Director Van Epps: Aye, Director Bledsoe: Aye)*

**VIII. CHIEF'S REPORT**

**a) Bond Projects**

Chief Miles stated that the new generator was delivered and preconstruction would begin with the excavator and electrician in order to begin installation.

**b) Conflagrations**

Chief Miles stated that AC Grambusch and Office Administrator Cantu were currently working on requests to FEMA, and potentially FMAG, that would reimburse personnel and material expenses associated response to the wildfires.

**c) Operational Guidelines**

AC Grambusch reported that multiple OG's were still out for review until the first week of December.

**d) Training Report**

AC Grambusch stated that due to the wildfires and COVID-19, attendance at trainings had suffered. AC Grambusch stated that trainings would continue and the District would follow and adhere to all safety guidelines set by the CDC.

**e) Call Response Data**

AC Grambusch stated that the call volume was down by 14% even with call response to the wildfires.

**IX. NEW BUSINESS:**

**a) Board Action: Rescind Policies 401, 403, 501, 503, 504, 506, 507**

Staff recommends the Board rescind several old Board Policies, since they are no longer relevant or duplicate information in the Operational Guidelines and the membership handbook. Duplication can cause confusion as well as additional work needed to keep duplicated documents current. After discussion the Board agreed to move forward with posting policies to rescind for review to the membership.

**X. ITEMS PENDING:**

*No items currently pending.*

**XI. GOOD OF THE ORDER:**

Vice-President Palmer expressed her appreciation with the District for participating in Trunk or Treat this year and shared that the annual lighting of the Christmas tree was still scheduled and would be streamed live.

**XII. ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:40 p.m.

Approved this 8th day of December, 2020.



President

Minutes recorded and prepared by Candace Cantu