

CHIEF'S MINUTE(s)

January 10, 2024

- Incidents** – December, 2023 15 total, 10 medical, 2 structure, 2 mva, 0 natural cover, 1 public assist, 0 false alarm, 2 haz. condition. Fire responses to Dist 2 with tender. 2 automatic aid provided.
- Training** – Training included test fires on new lpg prop, ppe and scba training, OSHA training, equipment/safety meeting. 3 out of 5 ffs completed Emergency Medical responder Training, 2 are finalizing tests this week. 60 hour course. 1 new certified FF1.
- Firefighters** - Continue NFPA training working towards FF1.
- Explorers** - Training with our ffs, still have 2.
- Equipment** - 1080 got new batteries at \$370. Setting up annual service for Eng 30 and 31 and WT 60. Received uniform sweatshirts for ffs, ordered uniforms for Captain Fox through SAFER grant. Picked up equipment for new tender in Salem, the equipment is ours and the tenders will start arriving the end of January, expect 2-3 per week.
- Inventory** - Creating inventory for new 1061 tender, received 5 new first aid bags for new EMRs.
- Facility** - ZCS has amended contract to include new engineering company for roof specific work. Still working on permits with Douglas County Building Dept. Will start to worry if nothing starts by March 1st, but with the current weather the delay is advantageous.
- Office/Admin** – Submitted paperwork for final financial report for 2023 wildland firefighters. Another report on activities, incidents handled, benefits, etc. due Jan. 26.
- Working with Wheeler again on payroll for new employee, pay day will be last day of month. Benefits include 4 hrs of sick leave and vacation per month, Oregon State holidays, ½ PERS retirement, uniforms, \$23.25 an hour first year. New employee hiring policy in draft form, including hiring and testing practices for future grants. After testing and interviews, hired Justin Fox who started January 8. He has two more shifts at his previous job this Thursday and Friday while working for us. Will be sending him to SDAO conference for audit and budget training, and Northwest Leadership Conference among others. He has hit the ground running and initiating contacts, setting up office, doing outreach.
- First billing and reimbursements from FEMA for the SAFER Grant will be this month. They will fund our website for the year and Captain Fox's salary.
- Received final quote for SDAO insurance policy for 2024, working on it with their adjusters. Initial quote is up to \$16,000, an increase of about 20% even with Best Practices discount.
- Found an auditor, Franklin and Assoc., to do our audit for FY 22-23 for approximately \$4000, and probably a few nights lodging to visit us in February. We have an extension from the Audit Division until March 31. Theresa Franklin comes highly recommended for small Districts, and the Oregon SOS personnel were happy for us that she would do it, as they work with her frequently.

OSFM Haz Mat report due March 1st. FEMA has opened up their grant process again, and we will submit for a new Engine. Application will be due mid-February. VFA grant reimbursement due March 1st.

Have had some discussion with District 2 about the new Central Douglas County Fire Authority. Their testing process for Battalion Chief is focused on how they would work with small Districts through any merging. Captain Fox has put out a survey that deals with this subject plus others affecting volunteers, and we made this a subject of our volunteer meeting January 4th. Discussion focused on pros and cons, as well as what volunteers would want and what concerns we/they have. Still looking at having them out to present their vision in February if possible.

Taxes continue to come in, about 85% is in and being deposited.