

Janet Lee Redmond expressed her interest in the Branding Committee. She has previous experience working with branding and has offered her services to the board.

Ms. Redmond also voiced concern regarding a 911 call that she made from within the rural fire district. The call was routed to another 911 agency other than YCOM and she wanted the board to be aware of the incident.

Dennis Goecks made comments of a personal nature and expressed appreciation to the department. He then voiced concerns regarding issues with Willamette Valley Medical Center's emergency department diverting patients to other emergency facilities.

Mr. Goecks expressed surprise that the board has decided to open the Fire Chief position to external candidates.

Mr. Goecks stated that he is unsure if a new district can begin with the union in place. He thinks that the employees should have the option to unionize.

Mr. Goecks feels that there should be a substation on Baker Creek running within 12 months of the creation of the McMinnville Fire District.

Mr. Goecks suggested the board inform insurance companies of the progress of the district at the one-year point.

Business: Action

- a. City services for 2nd half of FY 24

Time 6:17pm (17:25)

Chief Leipfert reviewed the two options for the finance transition process. Option 1 is to enter into an agreement with the City of McMinnville for the remainder of the 2024 fiscal year. The City was unable to provide an estimate for costs associated with the potential contract. Option 2 is to contract with an accounting company to set up QuickBooks software for a January transition.

Time: 6:25pm (28:58)

Vice President Smith made a motion to approve option 2 for a contract with an accountant company to set up QuickBooks software for a January transition and Treasurer Traff seconded. The motion passed unanimously.

Vice President Smith then modified the motion to include a contract with a payroll company for a January 1st transition, seconded by Treasurer Traff. The motion passed unanimously.

b. Board Policy 5-8 review for approval

Time: 6:30pm (30:43)

Vice President Smith asked to postpone reviewing policy 8, to be reviewed at next meeting.

Chief Leipfert and HR Director Vickie Hedges presented.

No changes to Board Policy 5

Changes to Board Policy 6:

Correct item 7 from “in accordance with board policy 6” to “in accordance with board policy 7”

Change the wording of item 9 to “ The Fire Chief or their designee will develop job descriptions and will conduct employee evaluations on employees they supervise at least annually or in compliance with local 3099 contract.”

No changes to Board Policy 8

Time 6:43pm (43:49)

Director Sparrow made a motion to approve board policy 5, 6, & 7 as amended and seconded by Secretary Pratt. The motion passed unanimously.

c. Consider first reading of **Ordinance No. 1**: An Ordinance Prohibiting Career and Volunteers and Other District Employees and Volunteers from Serving as a District Director.

Time: 6:47 (47:43)

Motion by Secretary Pratt to approve the first reading of Ordinance Prohibiting Career and Volunteers and Other District Employees and Volunteers from Serving as a District Director with the second reading on August 17, 2023, and was seconded by Vice President Smith. Motion was passed unanimously.

- d. Consider first reading of **Ordinance No. 2**; An ordinance Allowing the McMinnville Fire District to Adopt Cost-Based Fees and Rates for District Provided Services and Allowing for Future Board Amendments of Rates by Resolution.

Time: 6:55 (55:58)

- e. Motion was made by Vice President Smith to adopt Ordinance 23-2 in it's first reading, an ordinance allowing the McMinnville Fire District to Adopt Cost-Based Fees and Rates for District Provided Services and Allowing for Future Board Amendments of Rates by Resolution, second reading on August 17, 2023, amended to remove item "G" and spell check item "F", and seconded by Director Sparrow. Motion passed unanimously.

Other Business:

- a) Board Committee/liaison Reports

- I. LOSAP

- Time: 6:57 (57:40) report by Treasurer Traff regarding meeting with Volunteer Chief Larry Giddings. He discussed the points system based on participation. 5 people are collecting the benefit currently. Chief Leipfert commented that this is part of the asset transfer from the City.

- II. Branding

- Time: 6:59 (59:40) President Garvin would like to pass his place on that committee to Director Sparrow.

- b) Board information Reports

- Time: 7:01 (1:01:42) Chief Leipfert and HR Director Hedges gave an update on the Fire Chief Process. Discussion followed regarding how involved the board should be in the process of reading applications, and of timelines.

Information

- a) Division/Department Reports

- Time: 7:20 (1:20:20)

- I. International Association of Firefighters (IAFF) Local 3099:
Todd Godfrey spoke regarding involvement with the branding and a softball tournament.
- II. McMinnville Volunteer Firefighters Association:
No Report
- III. Fire Chief Report:
Chief Leipfert's focus has been on the board meetings. There will be a large agenda for the next meeting.

b) Correspondence: No Correspondence

c) Informational items:

SDAO is offering grants for security, cyber and video surveillance.

Director Sparrow is on shift for the next meeting and may not be able to zoom in for the next meeting. He will follow up with President Garvin.

d) Next Meeting: Thursday **August 17, 2023**, at 6 p.m.

Good of the Order: None

Meeting adjourned: Time: 7:29 p.m.