**Umatilla Fire District Meeting**

The September 4, 2024, meeting called to order by Board Chairman Kyle Sipe

Present:

Board Members: Robert Holden, Darla Huxel, Steven Williams and Kyle Sipe.

Staff: Chris Grant, Jeannie Bowman,

Absent: Amber Bieren.

Motion to approve minutes by Robert, 2nd by Darla approved unanimously.

Agenda Adjustment motion to amend agenda moving executive session to the end and adding new business of enterprise zone discussion, motion by Steven, 2nd by Robert. Motion approved unanimously.

Audience Participation: None

Information Items:

Chief’s Report: See agenda packet- It was noted on several senior FF monthly reports that Morale is low in the department, Kyle asked Jordy and Ray who were present if they had insight. Jordy stated he would be happy to sit down with any of the board members or after and have the discussion. Ray suggested that the internal survey would bring to light information. It was agreed that the survey would be sent out. Chris was asked to look into a platform to send it out anonymously amongst the department, with responses going to the Board Chairman and or Vice Chair.

Old Business:

1. TRCI Contract- no updates at this time
2. Union Contract- Still working through, Darla has concerns regarding lack of board input (none other than Robert) would like to see the contract ahead of time as she will not show up and have a copy and be expected to say ok in the same day. Jeannie asked again for a copy to review monetary and leave items. Chris agreed to send it to her after the meeting.
3. Policy Review: Section 10 (Employee Personnel section and the handbook will be presented at the September meeting. Some of these will depend on the contract language) Still waiting for contract language.

New Business:

1. Audit Engagement Letter- motion by Steven, 2nd by Darla to approve engagement letter for Barnett and Moro for a one-year contract.
2. Surplus of 2008 Freightliner Water Truck- Chris would like to enter into discussions with the city to seek interest in purchasing this vehicle Motion to surplus by Robert for minimum of the cost of the vehicle, 2nd by Darla. Motion approved unanimously.
3. Reimbursement of Brush 11 while out of service-Chris will work with the insurance company to bill for the time the vehicle was out of service.
4. Service contract with City of Umatilla for City of Umatilla properties- Chris is working with SDAO for contract examples for fire protection contracts.
5. Enterprise Zone Discussion/questionnaire- Motion for Darla to act as an agent of the District for Enterprise Zone business by Steven, 2nd by Robert, passed unanimously.
6. Chief Evaluation- move to executive session

Executive Session-

ORS 192.660(2)(i) to review and evaluate the employment related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Motion into executive session by Robert, 2nd by Darla at 8:13 PM

Motion to end and return to regular session by Darla, 2nd by Robert at 9:07 PM

Once returned to open session motion was made by Steven to continue with Chief Grants contract 2nd by Robert. Motion approved unanimously.

Items not on Agenda Open to Public, Board and Staff Participation:

Jeannie is working with Banner Bank on a line of credit and will have the documentation at the October meeting

Darla would like to work with SDAO grants and apply to move email to .gov for us and have the application be a joint one for the health district also. Motion by Steven to approve joint grant for .gov email conversion with SDAO and 2nd by Robert, unanimously approved.

AGENDA SUGGESTIONS FOR FUTURE MEETINGS:

Motion to end meeting by Robert at 9:08 2nd by Darla motion approved unanimously.

Kyle Sipe, Chairman Jeannie Bowman, Clerk