

**Western Lane Ambulance District
Siuslaw Valley Fire and Rescue
Western Lane Fire and EMS Authority
2625 Highway 101 North, Florence, OR 97439**

Joint Meeting Minutes, July 27, 2023, 6:00 p.m.

The Zoom recording will be posted on SVFR & WLAD Websites

SVFR & WLFEA BOARD MEMBERS PRESENT:

Directors Tim Mendolia, Keith Stanton, and David Carrillo. **Via Zoom:** Directors Jim Palisi and Laurie Heppel

WLAD & WLFEA BOARD MEMBERS PRESENT:

Directors Mike Webb, Vanessa Buss, and Linda Stent. **Via Zoom:** Director Cindy Russell

Not Present: Director Adam Holbrook

STAFF PRESENT:

Fire and EMS Chief Schick, Deputy Chief House, Dina McClure, and Holly Lais

Chief Schick called the meeting to order at 6:00 p.m. Roll Call established quorums.

OATH OF OFFICE FOR ELECTED BOARD:

Directors Linda Stent, Keith Stanton, and David Carrillo gave their Oath of Office.

ELECT OFFICERS:

a. SVFR Action Item:

Elect President: Director Palisi nominated Director Heppel. Seconded and carried.

Vice President: Director Heppel nominated Director Palisi. Seconded and carried.

Secretary/Treasurer: Director Palisi nominated Director Mendolia. Seconded and carried.

b. WLAD Action Item:

Elect President: Director Webb nominated Director Russell. Seconded and carried.

Vice President: Director Russell nominated Director Webb. Seconded and carried.

Secretary/Treasurer: Director Russell nominated Director Buss. Seconded and carried.

c. WLFEA Action Item:

Elect President: Director Webb nominated Director Palisi. Seconded and carried.

Vice President: Director Russell nominated Director Webb. Seconded and carried.

Secretary/Treasurer: Director Russell nominated Director Stent. Seconded and carried.

PUBLIC COMMENT: None

ANNEXATION DISCUSSION:

Community members from the 10-Mile Creek region and speaker Jordan Essoe brought forth their concerns about home and property fire protection/safety in their area. They are currently in between SVFR and Yachats fire districts. They discussed financial liability, water resources, home sprinklers, and long-term solutions for approximately 250 homes. Chief Schick will hold another meeting and get information for them.

CONSENT AGENDA:

- Meeting Minutes: Regular Meeting 6/22/23 & Special Meeting 6/29/23
- Staff Reports
- Correspondence

CALL VOLUMES:

Call Volumes were provided in the board packet under Chief House's report. He noted call volumes for the Fiscal Year were down compared to last year and revenue funding is collected on transports.

REVIEW OF FINANCIALS – WLAD, SVFR, WLFEA:

McClure reported that the End of Year Financials look good, and revenue is at or above expectations. The books have not yet closed for the auditors as late invoices are still coming in. Director Webb noted that the WLAD end of year fund balance changed after the purchase of two ambulances.

OLD BUSINESS:

Directors approved the Job Descriptions and Policies that were passed out at the least meeting. They will continue to review every month.

NEW BUSINESS:

- a. Appoint Committee Members and Organization Representatives:
 - i. Station Feasibility Committee: Directors Stanton, Russell, Webb, and Palisi
 - ii. Apparatus Committee (ad hoc): Directors Carrillo, Palisi, and Heppel
 - iii. Labor Negotiation Committee: Director Holbrook
 - iv. Awards Committee: Director Stent, Buss, Russell, and Heppel
 - v. Lane Council of Governments Representative: Directors Palisi and Mendolia
 - vi. Florence Urban Renewal Agency Representative: Director Webb
- b. Approve Dates for FY23-24 Joint Board Meetings:
Director Stent made a motion to approve the Dates for FY23-24 Joint Board Meetings. Director Carrillo seconded. All in favor, motion carried.
- c. Annual Board of Director Conflict of Interest/Code of Ethics Form: McClure asked that the new directors list any conflicts on the form, sign, and get it back to her by next week.
- d. WLFEA Action Item: Resolution 2023-02 Opening a Local Government Investment Pool Savings Account: Tabled until next meeting.
- e. WLFEA Action Item: Resolution 2023-03 WLCR Letter of Support for 24 Hour Emergency Shelter:
Director Stent made a motion to approve Resolution 2023-03 WLCR Letter of Support for 24 Hour Emergency Shelter. Director Buss seconded. All in favor, motion carried.
- f. Job Descriptions: Three will be reviewed at next board meeting.
- g. Policies: Three will be reviewed at next board meeting.

DIRECTOR COMMENTS:

Director Palisi gave kudos to those who have been working on the Type III Engine and Chief House informed the Type VI Engine is anticipated to be completed by the end of the year.

SVFR & WLAD went into Executive Session ORS 192.660(2)(b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing; and ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection (the written reprimand and material supporting that is exempt from public inspection).

FUTURE BUSINESS:

The next scheduled Joint Board Meeting is Thursday, August 24, 2023, at 6:00 pm.

The meeting adjourned at 7:10 p.m.

Respectfully submitted,
Holly Lais
Recording Secretary

9:00pm Return to Open Session

Following the Executive Session per ORS 192.660(2)(b), the SVFR and WLAD Board of Directors returned to Open Session to take action.

Director Webb made a Motion to deny the grievance and authorize the Board Chair to work with the Fire & EMS Chief and legal counsel to prepare a written response. Director Russell seconded. Roll call was taken and it was unanimous to deny the grievance.

The meeting adjourned at 9:02 p.m.