



JACKSON COUNTY FIRE DISTRICT 4

21200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

Board of Directors Meeting- Minutes

Held in the Shady Cove City Hall Building

22451 OR-62, Shady Cove 97539

Minutes for December 11th, 2024 @ 10:00 AM

1. Meeting called to order at 10:00 AM by President Krutsch.
2. **Roll Call-** President Krutsch- present, Director Hughes- absent, Director Higgs- present, Director Schumacher- present, Director Winfrey, present, Chief Crume- present.
3. **VISION AND MISSION-** Director Schumacher
 - **Vision:** to reduce and/or eliminate risk from fire, rescue, and medical events in the Upper Rogue Communities we serve.
 - **Mission:** To protect life and property through all hazard emergency response services, public education and prevention activities.
4. **Minutes-** November 14th 2024 regular board meeting minutes were reviewed. It was noted to remove a note from section 7, public comment- President Krutsch's daughter was at the meeting prior, not the last one. Director Schumacher proposed a motion to approve the minutes of the Regular Board of Directors Meeting of November 2024 as presented. Director Winfrey seconded the motion. A vote was cast and passed unanimously.
5. **Financial Review-** The Revenue, Expenditure, Accounts Payable, and Credit Card Ending balance reports for November 2024 were reviewed. In regard to a few categories over budget, including the summer firefighter category, President Krutsch inquired as to when we have to adjust the budget to accommodate? Chief Crume replied that as long as we are not over in overall category, we are safe. Otherwise, it will need to be taken into consideration when structuring the budget for the next fiscal year. For the summer firefighter category, there should be enough to cover the first paycheck in June, the budget restarts in July.

The pre-screening category was also discussed. We are at max capacity for volunteers at twelve students and two civilians. With a full roster and a growing waitlist, we have maxed categories for PPE and uniforms. These costs are expected to wane as the year progresses. Chief Crume is considering allocating an additional \$15K for rescue-level PPE; per the request of Captain Taylor Wold, who is responsible for managing this category.



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Director Schumacher asked what we do with categories we don't expect to use in the immediate future, such as the Radios and Equipment category. Contingencies can be used to cover things, but ultimately, we don't expect to do that. (*continued*)

In response, President Krutsch inquired as to the status of the ECSO Radio upgrade. Per Chief Crume, the station has opted to go with an \$18K package.

Director Schumacher proposed a motion to approve the reports as presented. Director Higgs seconded the motion. A vote was cast and passed unanimously.

6. Public comment- None

7. Informative Items-

- a. Monthly status report was reviewed by Chief Crume. We responded to a total of 73 calls, including four fires. Chief also announced that he will be President of the Rogue Valley Fire Chief's Association and the Chair of the ECSO Intergovernmental Council for the next year. The goal is to see an integration of standards and practices for standing orders in all stations in the Rogue Valley. Chief also noted that we recently conducted annual hose testing and passed this year, but noted some equipment is reaching the end of its life span and will need to be replaced soon. We will be keeping an eye out for grant opportunities.

Chief Crume informed the board he initiated an application for a FEMA AFG grant for a new brush truck.

- b. CWRR Update- Chief Crume said business is booked out and survey requests are still pouring in. The State has reached out to inquire about the success of the program and we have initiated steps to provide full transparency to track all work, including the extent of work for each job related to planning and executing. Director Winfrey inquired as to how much work is being done in Prospect versus Shady Cove, Chief Crume said it was roughly 50/50 so far and we anticipate to focus on different sections as the years progress.

Director Schumacher asked how we assess need and prioritize risk. The state does not directly define but says to take into consideration variables including financial ability and physical disability. President Krutsch requested to have the presence of Lyle, the Prospect Fire Chief spearheading the CWRR program. We will aim to host him at a board meeting within the next three months.



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8. Old Business –

- a. Policies and procedures: Chief Crume had an informal meeting with Brian Anders in regard to settling the demand to bargain related to the definition of operational assignments and whether or not they are considered “past practice”. Chief Crume considers the captains paid out for this past practice as of a 3% raise in 2014. We have 60 more days left in the bargaining period to allow the Union to decide whether or not they’ll be pursuing to demand a bargain. Director Winfrey encouraged Chief Crume to maintain a relationship with Brian through quarterly meetings to keep each other abreast. Chief Crume also said he will have to postpone the matter of updating gym policies until this matter is laid to rest.
- b. Tax Levy- documents will be presented at the January 2025 board meeting for final review and voting. Director Higgs wanted to clarify our role with the public in regards to limitations and recommendations. Chief Crume will have a flier put together for the board but the station is prohibited from actively promoting the Levy. The board, however, maintains freedom as an elected official subject to recall. Chief recommends sticking to the facts and referring people to the Town Hall meeting where they will have an opportunity to address their concerns.
- c. Building Project- tabled until next meeting.

9. New Business-

- a. OSFM CWRR Grant- Chief made the board aware of a few different approaches we are considering with the Grant awarded to the station for a Fire Wise Garden (FWG). The city is in need of an Emergency Operations Center (EOC), as we noted as a community during the water crisis in September. Chief is considering partnering with the City or Jackson County to find another property to locate the FWG and possibly partner with to build an EOC. This would qualify us for Emergency Management funds that we don’t currently qualify for. He also discussed including language for protecting structures on Army Corp Park land, which would also qualify us for more federal money. We have a three-year performance period on the grant money so we should be well within limitations as of right now.
- b. Credit Card Review- Chief requested to adjust the credit card limits to accommodate student tuition charges on his credit card. The limit is currently \$20,000 spread across five cards in total. Director Schumacher said the proposed limits were too low, and Director Winfrey suggested increasing the overall limit to \$50,000- with a \$30,000 limit on Chief



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Crumes card, and \$5,000 on each of the following's cards: Lalaina Castle (Financial Manager), Captain Nick Fitzpatrick, Captain Eli Buma, and Captain Erin Elder. Director Winfrey proposed a motion to approve the increase as presented, and Director Schumacher seconded the motion. A vote was cast and passed unanimously.

- c. E30 Update- We are on contract for \$715,065 for the new engine. Chief Crume went over eleven additional costs he wanted the board to consider, totaling an additional \$40,456.30 to the overall cost. After consideration, the board determined this would be a wise investment for the benefit of the crew, the station, and the community. Director Winfrey proposed a motion to approve the additional expense, and Director Schumacher seconded the motion. A vote was cast and passed unanimously.

10. Topics Following the Preparation of the Agenda- President Krutsch

- a. Next meeting will be held January 8th (1PM) at the Shady Cove Public Library. The time was pushed to accommodate the Alliance meeting happening on the same day at 9 AM.

11. Good of the Order-

- a. **SDAO** Conference coming to Bend, OR February 2025- so far, no one is interested in attending.
- b. Director Schumacher asked if the library was still the best place for our monthly board meetings- everyone agreed they liked the location. The policy to reserve the room has changed, we will need to renew the request every three months unless Director Schumacher can work something out with the library.

12. Individual Board Comments-

13. Adjournment- President Krutsch adjourned the meeting at 11:45 AM

Minutes Submitted by: **Briauna Castle**

Minutes Approved by:
