



Meeting Minutes

5/20/2022

Call to order

A meeting of Prospect Rural Fire Protection District was held at Prospect Community Center on May 16th, 2022 @ 7:02pm

Attendees

Board Attendees included: Melody Goodboe, Lon Stockebrand, Wayne Scriven and Rebecca Johnson

Staff Attendees included: Randi Brock, Bob Jones, McKenna Johnson, Donny Lollar

Visitors Included: No visitors this meeting

Board Members not in attendance

Members not in attendance included Ryan Karjala

Approval of minutes

Wayne motions to approve minutes as read, Melody seconds the motion and the board approve unanimously.

Reports

Communications: Randi has finished the renewal for the workmen's compensation insurance. She discusses the need for accurate documentation of volunteer hours, as this was requested during the renewal process. Lon suggests a white board for keeping track and Randi will make one. The Jamboree is coming up in August. The board requests that Randi find out if we need to pay for a booth or not and that they ask Ryan for details on the Mercy Helicopter participating. Randi informs the board that there are some forms missing from their HR files and agrees to get them each a packet to fill out. Randi also brings up the utilization of Image Trend for documenting incidents and keeping track of certifications, noting that without the needed customization for the department, it's difficult to use currently and will be seeking out training to fine tune it for use.

Financials: LGIP dividends interest went up .65%. After the recent hazmat occurrence some spill response supplies were purchased. Bob states the budget is aligning quite well with projections. Bob transferred another 10 thousand from the LGIP account to the checking account. He asks about whether the department has received the turnouts that were order and was informed that there is about an 18-month turnaround due to the supply chain issues worldwide. Bob tells the board that because that because the new engine will not be done before the fiscal year end, and audit is no longer needed and he will file a report in lieu of audit instead, because that money will remain in the account, the department will need to increase its security bond. Wayne motions to allow Bob to increase it to the next level, to 500 thousand from 250 thousand, Melody seconds the motion and the board approves unanimously. Bob states that the budget committee will need to reconvene to approve the carry over into next years budget of the money for the new engine. The budget hearing will be June 20th.

Chiefs Report: There were 12 medical, 2 mutual aide, 3 motor vehicle crashes and 1 vehicle fire call this past month. The JCF grant overseer will be dropping off the years check the next day during drill night. The volunteers will be doing driver training during the upcoming weekend.

Unfinished business

The board inquires about obtaining a letter of intent to purchase from one of the offers on 6201. This will be carried over until the meeting next month when Mike returns. Randi has made the flyers for the breakfast and printed and distributed them. Rebecca has forwarded the needs list for the fundraiser to Sysco. Community volunteers as well as staff have stepped up to assist for the event and Lon says everything is looking good. Bob and Wayne will bring generators for the coffee pots, and everyone will meet at the station at 6am for setup. Melody motions to add Rebecca as signatory for all accounts at Rogue Credit Union, Wayne seconds this and the board agrees unanimously.

New business

McKenna reports that the lunches from the community for training days went over well and were greatly appreciated. Randi is working on making custom thank you cards for the department. The discussion about a 5th Tuesday social function will be held over until next meeting. Snacks and hydration for the volunteers is discussed, especially regarding the busy holiday weekend approaching. It is agreed to keep more items in the kitchenette and in vehicles. Bob is lining up meeting regarding the hydrant system. A new volunteer is available to the department. Rebecca motions to hire Rachel Christopher, Wayne seconds this, Melody abstains from the vote while the rest of the board approves.

The meeting is adjourned at 8:40 pm.

Secretary

Date of approval