

**EVANS VALLEY FIRE DISTRICT #6
BOARD OF DIRECTORS
REGULAR MEETING**

Minutes of April 11, 2024

1. The meeting was called to Order by Board Chair Larry Tuttle at 6:31 PM.
2. Roll Call: Larry Tuttle, Patricia Ott, Kathryn Henning, Heather Friend, Cynthia Edwards, and Chief Davidson were present.
3. Consent of Agenda: It was moved by Kathryn Henning and seconded by Patricia Ott that the Agenda be approved. The motion passed unanimously.
4. A. Approval of the Minutes of the March 14, 2024 Regular Board Meeting: It was moved by Heather Friend and seconded by Cynthia Edwards that the minutes of the March 14, 2024 Regular Board Meeting be approved. The motion passed unanimously.
5. Financial Reports – Chief Davidson:
 - A. March 9, 2024 to April 5, 2024. It was moved by Kathryn Henning and seconded by Patricia Ott that the Financial Report for March 9, 2024 to April 5, 2024 be approved. The motion passed unanimously.
6. OLD BUSINESS:
 - A. Seismic Assessment Contract: Chief Davidson discussed that a walk through is the next step. As things progress, updates will appear on the agenda.
7. NEW BUSINESS:
 - A. P-105 Public Contracting Policy: Chief Davidson presented P-105 Public Contracting Policy. This is a revision of an existing policy, and SDAO will review it. A specific definition of a personal services contract was defined. Further, it was defined how these contracts are awarded. A motion was made by Heather Friend and seconded by Patricia Ott that we accept the changes as outlined in P-105 Public Contracting Policy. The motion passed unanimously.
 - B. Bookkeeping Letter of Engagement: Chief Davidson discussed that the Fire District's Accountant/Bookkeeper is no longer local. Turnaround time hasn't affected us yet, but for the current cost for service, we can do better. He presented a proposed Engagement Letter from All States Tax Service and discussed the fees and deliverables. Discussion. A motion was made by Patricia Ott and seconded by Cynthia Edwards that the Board support the change of accountants and accept the letter of engagement. The motion passed unanimously.
 - C. GASB 75: Chief Davidson presented a GASB (Governmental Accounting Standards Board) Statement 75 Actuarial Services Agreement. This is a contract to provide valuation services for SDIS members at no charge to the Fire District. It is a review. Discussion. A

motion was made by Kathryn Henning and seconded by Heather Friend to enter into a contract for GASB actuarial services with Milliman to perform valuation services for SDIS members at no charge to the District. The motion passed unanimously.

- D. Executive Session ORS 192.660(3) i. Chief's Contract: The Regular Session was closed at 6:52 PM. Into Executive Session at 6:52 PM. Close the Executive Session at 7:13 PM and reopen the Regular Session at 7:13 PM. For public record, a two-year contract for the Fire Chief was reviewed. A few changes were made. This will be approved at the next Regular meeting. No motion is necessary.
8. Chief's Report and Training Officer's Report (see attached): Chief Davidson presented the Chief's report and the Training Officer's report. Highlights include noting 36 alarms in the month of March covered with 19 response volunteers and 3 paid staff members (as of March 31, 2024). This brings the total alarms to 116 for 2024 which is 22 less than at this point in 2023.
9. Good of the Order:
 - a. Auxiliary Meeting Date: First Monday of Each Month at 10:00 AM.
 - b. Association Meeting Date: First Tuesday of Each Month at 6:30 PM.
 - c. 2024-2025 Budget Meeting April 18 at 6:30 PM.
 - d. Town Hall April 22 at 6:30 PM.
10. Adjournment: Kathryn Henning moved that the meeting be adjourned. The meeting was adjourned at 7:27 PM.

Kathryn Henning
Secretary

Next Regular Meeting: May 9, 2024 at 6:30 PM