

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

**Minutes of January 12, 2023**

1. The meeting was called to Order by Board Chair Larry Tuttle at 6:30 PM.
2. Roll Call: Larry Tuttle, Patricia Ott, Kathryn Henning, Dale Ten Broeck, Heather Friend and Chief Crume were present.
3. Consent of Agenda: It was moved by Dale Ten Broeck and seconded by Heather Friend that the Agenda be approved. The motion passed unanimously.
4. A. Approval of the Minutes of the December 8, 2022 Regular Board Meeting: It was moved by Dale Ten Broeck and seconded by Patricia Ott that the minutes of the December 8, 2022 Regular Board Meeting be approved. The motion passed unanimously.
5. Financial Reports by Jackie Smedegaard:
  - A. December 3, 2022 to January 6, 2023. It was moved by Patricia Ott and seconded by Kathryn Henning that the Financial Report for December 3, 2022 to January 6, 2023 be approved. The motion passed unanimously.
6. Communications:
  - A. ECSO Report: Kathryn Henning noted that she had nothing new to report.
7. OLD BUSINESS:
  - A. Policy Review: Chief Crume discussed the three policies that were reviewed at the last meeting. Since these are updates, we can use a motion to approve them.
    - P-302 Whistleblower Policy – A motion was made by Patricia Ott and seconded by Heather Friend to update old policy Section 8.88 to P-302 Whistleblower Policy as written. The motion passed unanimously.
    - P-301 Oregon Ethics Law Policy – A motion was made by Heather Friend and seconded by Patricia Ott to update old policy Section 8.87 to P-301 Oregon Ethics Law Policy as written. The motion passed unanimously.
    - P-303 Anti-Harassment Policy – A motion was made by Heather Friend and seconded by Kathryn Henning to update old policy Section 8.82 to P-303 Anti-Harassment Policy with one minor change. The motion passed unanimously.
  - B. ADP Agreement/Pay Schedule: Chief Crume discussed two options for employees' direct deposit that were detailed to him by Jackie Smedegaard. Discussion. Chief Crume chose to not use ADP and to use option 1 which was to have Jackie purchase a software module that works with her payroll software. He needed to get this going in order to pay the part-time fire fighters.
  - C. Surplus Engine: There wasn't time to list surplus engine 6662 due to other priorities.

8. NEW BUSINESS:

- A. Grants: OSFM WRRG, FEMA AFG Regional: Chief Crume discussed the Community Wildfire Risk Reduction Grant that was submitted. If received, it will fund programs to reduce the threat of catastrophic loss due to wildland fires. He also discussed another grant to provide new regional radios. Four fire districts will participate for our regional application. Vickers Consulting Services will be writing the grant. We received a grant in the amount of \$42,657.14 for 17 pairs of turnouts which have been ordered. Our position on this will be \$2,168.58. We will now have some backups available after a fire.
- B. May Ellis Park Trust: Chief Crume received a check for \$2,000 from the May Ellis Park Trust. It will be used for extrication gear on 6601 and for two new tools.
- C. Special District Elections: Chief Crume discussed the candidate filing information for the May 16, 2023 Special District Election. Board of Directors positions #1 and #4 are up for re-election.
- D. Strategic Plan Review: Chief Crume presented the Evans Valley Fire District #6 2023 Strategic Plan. Discussion. As there is no money for capital improvements, we will seek out grant funding opportunities to cover these. A motion was made by Heather Friend and seconded by Patricia Ott to approve the 2023 Strategic Plan as amended. The motion passed unanimously.

9. Chief's Report and Training Officer's Report (see attached): Chief Crume presented the Chief's report and the Training Officer's report. Highlights include noting 49 alarms in the month of December covered with 15 response volunteers (as of December 31, 2022). This brings the total to 545 alarms for 2022 which is seventeen more than in 2021. This was our busiest year ever.

10. Good of the Order:

- Auxiliary Meeting Date: First Thursday of Each Month at 6:30 PM.
- Association Meeting Date: First Tuesday of Each Month at 6:30 PM

11. Adjournment: Kathryn Henning moved that the meeting be adjourned. The meeting was adjourned at 7:24 PM.

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Kathryn Henning  
Secretary

Next Regular Meeting: February 9, 2023 at 6:30 PM