**Umatilla Fire District Meeting**

The April 12, 2023, meeting called to order by Board Chair Kyle Sipe.

Present:

Robert Holden, Kyle Sipe, Darla Huxel, Steven Williams

Absent: Amber Bieren

Approval of Minutes: Motion by Robert to approve, seconded by Steven.

Minutes approved unanimously.

Motion to accept agenda made by Amber, seconded by Steven.

Approved unanimously.

Audience Participation: None

Statements of Bills list, checks and check register were reviewed by the board members and signed. No additional questions asked regarding expenditure reports. Reviewed and signed. Motion to accept items presented by Steven, 2nd by Robert, approved unanimously.

Information Items: Senior FF McCracken presented a challenge coin to Officer Lemmon with Umatilla Police Department for his assistance with a call in December. URFPD greatly appreciated his efforts and assistance.

Chief Report:

See Attached Reports from Senior FF McCracken and Paola

Volunteer Report: N/A

Old Business:

1. Interim Chief- Potential Chief declined this morning.
2. Seismic Upgrade- Kyle, Robert and Jeannie met with McCormack Construction and WRK Engineering to review Station 12 plans and determine what was actually needed and would be included with the Seismic Renovation Grant. WRK and McCormack will work on plans to complete the seismic upgrade within the grant funds. We will need to move completely out of Station 12 for 4-6 months. Jeannie and Kyle are working on this, it is very possible we will be able to stay at the Community Center.
3. Training/Certification- Jordy is handling the Training and Certification files at this time. Everyone has been CPR recertified with a trainer out of Central Oregon as a precautionary measure.

New Business:

1. Temp Employee Job Description/Contract- Revised the FF/EMT job description for a temporary FF/EMT Employee Job description. Motion to accept Temp FF/EMT Job Description and hiring of a temp FF/EMT employee by Darla, 2nd by Steven approved unanimously.
2. Apparatus Grant OSFM Acceptance- We were awarded a Tactical Tender from the Oregon State Fire Marshalls office. More information is to come, we should have the Tender in Early 2024.
3. Hiring Process-Chief Applicants- Interviews April 17th and 19th via Zoom, in person interviews to follow.
4. Housing Accommodations during Seismic Upgrade St. 12- discussed earlier.

Executive Session:

Motion to enter executive Session by Robert, 2nd by Steven, Entered at 7:24 pm

192.660(2)(a) To consider the employment of a Public Officer, employee, staff member, or individual agent.

Returned to regular session @ 8:33 pm

Upon returning from Executive Session Motion by Darla to Bring the top 4 selected applicants to Zoom interviews, 2nd by Steven, Motion passed unanimously.

Items not on Agenda Open to Public, Board and Staff Participation:

AGENDA SUGGESTIONS FOR FUTURE MEETINGS:

Meeting adjourned at 8:37 pm

Kyle Sipe, Chairman Jeannie Bowman, Clerk