

**COLTON RURAL FIRE PROTECTION DISTRICT #70
MEETING OF THE BOARD
AUGUST 9, 2011**

*The meeting was called to order at 7:05 p.m.

Board Members Present: Ivan Maluski, Rex Rice, Jim Postlewait, Joyce Parker
Miranda Carroll

Others Present: Fire Chief Beaudoin, Assistant Fire Chief Anderson, Jan Kaforski, Joyce Veelle, Dennis Stafford, Stephen Morrison, David Long and Kathy Dongean

*Miranda Carroll made a motion to approve the minutes from July's board meeting with one amendment as noted by Joyce Parker – Page 5, third paragraph "Hippa" should be in all caps. Jim Postlewait seconded the motion and the motion carried by unanimous vote of all board members present.

*Public Comment – Stephen Morrison discussed a Clackamas County community assessment survey. Stephen passed out a form and asked those in attendance to fill it out and return it to him. The survey is a checklist of items for Colton community members to rank by priority.

***Financial Report:** Assistant Fire Chief Anderson reviewed the Financial Report. Joyce Parker noted that the Personnel Services category was blank for the month. Gary this is an error and it will be filled in on next month's report. Board members signed new West Coast Bank signature account forms. Jim Postlewait made a motion to approve the Financial Report as received and Joyce Parker seconded the motion. The motion carried by unanimous vote of all board members present.

***Fire Chief's Report:** Assistant Fire Chief Anderson reviewed the Activity Report for July.

Discussion followed on E129 being taken to Eugene for service. On a training session E129 was high centered and a drain and pump shift knob broke off. An annual safety inspection will be done on E129 while at Oregon Apparatus. There is a \$1,000 deductible on E129 and Assistant Chief Anderson was not sure of the repair costs.

Chief Beaudoin said a new academy would start soon. ColtonTel has offered to let the interns use two of the apartments (with 5 bedrooms) located behind ColtonTel for a sleeper program. ColtonTel's legal is preparing an agreement. The District would be responsible for the cost of utilities. A draft policy should be available at next month's meeting.

***Fire Chief's Report, continued:**

Chief Beaudoin received the officer's training software at no cost and he is hopeful that a demonstration can be done at next month's meeting.

Chief Beaudoin informed board members that Assistant Chief Anderson saved the District SAIF dollars by providing SAIF with the correct number of hours input by staff as work on administrative issues or call issues. Anderson also saved the District \$1,000 by completing the paint job the roofers never returned to finish.

Chief Beaudoin discussed the work party that took place at Assistant Fire Chief Kevin Donegan's place noting there was a great turnout.

A joint academy will be starting with Colton doing five or six classes.

The volunteer association has discussed holding a 9/11 BBQ on Sunday, September 11th.

A Burn-to-Learn will be held in September or October. Chief Beaudoin invited board members to participate, if they are interested, as a way of experiencing what firefighters experience when entering a burning building. A detailed incident plan will be put in place.

***Volunteer Association President Report:** Discussion followed on driver volunteers needed for the Portland-to-Coast walk; health and wellness physicals were discussed. Miranda Carroll suggested getting quotes for the fit for duty physicals. If Dr. James can't provide this service there may be another option in Molalla.

***Old Business:** Ivan Maluski shared an information packet he received after attending SDAO's training session for board members. Discussion followed on what a valuable resource SDAO is for the District, recent changes in laws regarding policies, and issues including ordinances and resolutions.

Joyce Parker also attended the SDAO training and mentioned the presentation on ethics and open meeting laws was informative.

Ivan Maluski said a 90-minute training session could be arranged with George Dunkel sometime in the future.

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***Old Business, continued:** Discussion followed on the long-range planning committee. Rex Rice said Kevin Donegan is working on the strategic plan.

Ivan Maluski thought the long range planning committee might be subject to open meeting laws. Jim Postlewait said members of the long range planning committee present ideas, not decisions, to the Board. Jim also said the Board should determine what the committee's purpose is.

Ivan Maluski said the activities of the long range planning committee should be tabled until the appropriate statutes can be reviewed. Ivan said he would check with attorney Eileen Aikens regarding this issue.

Rex Rice read a portion of the response from Carla Corbin, Compliance Specialist with the Secretary of State, Elections Division regarding the complaint filed against Chief Beaudoin, as follows: "After a review of the information submitted, the Elections Division has found insufficient evidence in this case to indicate you violated ORS 260.432 or ORS 260.665. The Elections Division determines this investigation is closed and does not intend to pursue this matter further."

***New Business:** Chief Beaudoin will talk with Assistant Chief Kevin Donegan about the pocket packs for board members.

Ivan Maluski presented DP 201.3 – Release of Public Records/Fee Schedule (document "A") for a first reading. The policy is to specify hours documents are available for inspection, key personnel to contact for public records and charges incurred to receive public documents. Ivan was hoping for a first reading of the draft rewrite from the 8 page proposed Public Information Policy (document "B") the board proposed some months ago which is the Oregon state's adopted policy.

Jim Postlewait asked to discuss the longer version in more detail because it has been adopted by the Attorney General's office and the new, shorter version has not. Joyce Parker read the Public Information Policy and both draft policies were reviewed, compared and suggested changes were made to the proposed DP 201.3.

Rex Rice suggested revising DP 101.1 – District Policy Procedures that states there shall be a first and seconding reading of any policies prior to adoption. Ivan Maluski said a review of DP 101.1 would be put on next month's agenda.

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***New Business, continued:** Public comment was taken from Cindy Fama who said quoting an ORS within a policy saves time because she doesn't have to look up any ORS since it's already stated in the policy. Cindy suggested adopting the Attorney General's public records policy.

Stephen Morrison had a concern about not providing documents to the public and violating the freedom of information act. Jim Postlewait corrected Stephen Morrison by stating it could violate Oregon Public Records Act not the federal Freedom of Information Act.

Joyce Parker made a motion to approve document "A", DP – 201.3 Release of Public Records/Fee Schedule, as revised, and to put it on next month's agenda for a second reading. There was no second to the motion.

Jim Postlewait said the policy must identify the statute giving authority to do whatever is within the policy.

Further revision to Document "A" was done.

Miranda Carroll made a motion that Document "A", DP – 201.3 Release of Public Records/Fee Schedule, as modified, be put on next month's agenda for a seconding reading. Joyce Parker seconded the motion. The motion carried by a yea vote of Miranda Carroll, Joyce Parker and Ivan Maluski. Jim Postlewait and Rex Rice voted nay on the motion. The motion carried.

Ivan Maluski will check with SDAO to clarify the issue of citing the ORS or the OAR within a policy document.

***Added Agenda Items:** Joyce Parker asked about the possibility of holding a board meeting at the Elwood station at least once a year. Assistant Fire Chief Anderson stated board members should take a tour of the Elwood station before making a decision.

*The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Joyce Parker, Secretary/Treasurer