

CHIEF'S MINUTE(S)

January 8, 2020

- Incidents** – December, 2019 13 total, 7 medical, 3 structure, 1 mva, 1 natural cover, 1 public safety/assist. 2 structure fires were automatic aid to District 2, structure fire mutual aid to Tenmile.
- Training** – Training this month was live fire burn, medical pt evaluations, and the new Harassment policy. Had a safety meeting as required and reassigned personnel to our OSHA safety committee. CWPP training and Pipeline training coming up in next few weeks regionally that we will attend.
- Firefighters** - Participated in the Christmas gift card giveaway at the School.
- Explorers** - Participated in all ff training and tasks.
- Equipment** - 1031 had follow up work from annual maintenance for exhaust system and small body work repair.
- Inventory** - Continuing placement of equipment on units and identifying surplus equipment for disposal/donation per Board approval.
- Purchased new laptop as budgeted for training on Black Friday sale, arrived in December. Recorded in inventory for Station and added to IT equipment in file.
- Facility** Met with Sabin Electric again about emergency power. Will finalize the project now that funding is in place. Received/approved for safety and security grant from SDAO for \$5000 to finish funding.
- Office/Admin** – SDAO/SDIS insurance proposal was submitted and invoice has arrived for \$7211 due March 1st, 2020. Is about \$400 under budget. Completed the paperwork for rate lock and longevity allowance, we are guaranteed less than 5% increases next 2 years and rebates in the amount of \$500 +/- each January.
- FEMA Grant application period delayed but still meeting with District 2 and preparing our applications. Will apply for SCBAs and new Engine 1031. SCBA committee has chosen Scott as the SCBA we will purchase, meaning all area Departments will have compatible gear for the first time.
- Douglas County Planning hosting CWPP wildfire plan meetings in January, our Roseburg West night is January 23 at 6pm at Winston City Hall. We have contributed to the plan and will be represented at the meeting. Open to the public for input and education.
- Submitted for the safety grant from SDAO for \$5000, got it. Has an issue with a tax check as the check from the County did not match what was disbursed, working on that as it affects revenue reported to Wheeler Bookkeeping. We will have to correct the financial report next month (approx. \$250 in wrong line item).
- Wheeler Bookkeeping has requested that they have online business banking access to our accounts to help them with their work. They will not have the ability to do any transactions. The Board needs to approve the access and have it noted in the minutes for the Bank.
- Miscellaneous** - 2019 taxes have mostly arrived, with approximately \$65000 received for FY19-20 so far.