



## **Prospect Rural Fire Protection District Minutes of the Board of Directors Regular Meeting, November 18, 2024**

President Karen Wickman called the meeting to order at 7:00 pm.

**Attending:** Karen Wickman, Clay Thomas, Bob Scott, Lon Stockebrand, and Joyce Dierking

**Also Attending:** Fire Chief Lyle Neville, Bob Jones (financial officer) and 7 other community members

Approval of October minutes. Lon made a motion to accept, Bob seconded, passed 5-0.

Bob Jones gave his financial report. Joyce made a motion to accept, Clay seconded, passed 5-0.

Lyle gave the Fire Chief report. Then he introduced Dave Hyland who attended our meeting through Zoom. He is the Oregon State person who evaluates and determines ISO ratings. Mr. Hyland explained how ISO ratings were made and told us that our rating is 7.7 out of 10. (10 is the lowest rate possible.) He gave us some suggestions of ways to improve our rating, which would likely lower our property insurance costs. He has given our Fire Chief a packet of information that Lyle will work through. There are many changes which have transpired since the last ISO rating evaluation of PRPD in 2019. These include risk reduction, defensible space, volunteer trainings, and public education. This information will improve our score fairly quickly. More permanent solutions such as having greater water supplies available at all times were discussed by all present at this meeting. Several alternative water sources were suggested. Mr. Hyland will be working with our Fire Chief to evaluate what options would be workable for Prospect. He tentatively set next March or April to come here and work with our Fire Chief on this. He will try to get his manager to come as well.

Melissa Taylor gave a report on the Levy committee's work. She reported that the Chili feed fundraiser was a great success. \$1200.00 was raised and many who attended gave input on their highest priorities for the fire district. The highest number was *maintaining and improving our current fire and medical services*, second was *24/7 shift coverage*, third was *Fire Chief funding*, and fourth was *Are planning to put our a 2025 calendar with firefighter pictures*.

At our next meeting in January the board will vote on the Five-Year Goal document.

Meeting was opened for public comment: issues brought up-Mercy Flight dues by December 5<sup>th</sup>.

Bob made a motion to adjourn the meeting, seconded by Lon. All in favor. Adjourned at 8:35.

Minutes and a recording of this meeting available at [www.prospectrfpd.org](http://www.prospectrfpd.org)

**November 7, 2024 Special Prospect R. F. P. D. board work session  
7:00 pm Prospect Library**

Present: Karen Wickman, Lon Stockebrand, Clay Thomas, Bob Scott, Joyce Dierking.

Here is a list of the changes the BOD recommended at their work session November 7, 2024.

page	<u>change</u>
1	remove “both career employees and” insert “all”
2	remove “in five (5) books
3	remove “3. Fire Chief Attorney; and”
5	remove “is not at the time of election or appointment”
9	remove “b. A copy of the Attorney General's Public Records and Meetings Manual”
10	remove “j. Printed history of Fire District k. Financial orientation

1. Such other materials as the Board may direct or the Fire Chief deem appropriate”
- 12 remove “Any request for a photo opportunity using RFPD equipment/apparatus/facilities/uniform should be turned down”
- 16 remove “June” insert “July”
- 17 remove “clerk of the board” insert “ president”
- 18 remove MEETING AGENDA and insert current BOD Agenda

Format

1. Call to Order
2. Roll call
3. Approval of Minutes if prior Board Meeting
4. Emergency additions to agenda
5. Financial Report
6. Fire Chief's Report
7. Other business
8. Public Comment
9. Adjourn meeting

Also recommended: quarterly safety report

- 21 insert “e. URRAT office f. fire station g. laundry mat h. Gorge store”
- 30 remove “or who” insert “must”
- 40 remove entire page “RESOLUTION 2002-08 ESTABLISHING AN EMPLOYMENT RESERVE FUND”
- 43 remove “The Board in consultation with the Fire Chief, may consider annexation of properties outside the five mile radius at its discretion.”

**November 14, 2024 Special Prospect R. F. P. D. board work session  
7:00 pm Prospect Library**

Present: Karen Wickman, Bob Scott, Joyce Dierking  
Absent: Clay Thomas, Lon Stockebrand

Call to order 7:00 pm.

The consensus of the three board members present was that in order to make a Fire Chief evaluation, there must be a job description including a set of

expectations as well as a Fire Chief contract. There are still steps to complete before this evaluation form can be completed.

Changes to policy book 2 were discussed. The version of policy book 2 that was sent electronically by Kathleen Conners contained the changes that were proposed by the board on pages 1-47. There are 248 pages total in policy book 2 adopted by the board. On further examination, the unanimous decision of the three board members present was that we discontinue work on revising the current policy book 2 and look at other smaller fire districts to find a policy book that more nearly correlates with the size and activities of our fire district. Karen will reach Butte Falls Fire District, Bob will reach out to Lake Creek Fire District, and Joyce will contact Evans Valley Fire District.

Two more work sessions are scheduled on December 5<sup>th</sup> and the 12<sup>th</sup>.