

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS WORKSHOP

SEPTEMBER 21, 2023

1. Call to Order. The Central Oregon Coast Fire & Rescue District Board of Directors workshop was called to order at 5:05 p.m. on Thursday, September 21, 2023.

2. Pledge of Allegiance. Mrs. Eckerman led those present in the Pledge of Allegiance.

3. Roll Call. Directors present were Reda Eckerman, Zach Akin, Jon MacCulloch, Greg Dunn, and Rick Booth. A quorum was present. Also in attendance were Fire Chief Jamie Mason and Office Administrator Wendy Knudson.

4. New Business. At this time Mrs. Eckerman left to get a tape recorder for the meetings. Mrs. Knudson explained that she would like to work through the proposed policy updates that were needed to conform with requirements from the state ORS, the Union contract, and the Civil Service Committee. Any format errors would be corrected later. ORS changes are in red. Policy 4.2 the board meeting agenda was changed to the new agenda and Mr. MacCulloch asked if the order of the agenda could be changed; yes, as long as it is still on the agenda. Most of the changes were from the Union contract, and included the addition of Juneteenth as a holiday. Mrs. Eckerman returned at 5:18 with the tape recorder. Discussion of the records fee schedule which was changed so that the policy and the website are the same. Mr. MacCulloch asked about the timeline for record requests requiring research. The usual standard is 5 business days to acknowledge receipt of a request and try to have it completed in 14 business days, ensuring communication if it takes longer. Each request will be different; if there is a question it can be taken to legal. The last big change was in purple, and covered the provisions from Paid Leave Oregon. The plan is to include the boiler template provided in order to get it in the policy and make any necessary changes later. It will need a MOU with the Union. There were some forms to be changed including a notice of leave request and how to recover insurance paid while on leave.

There was discussion as to whether to take action now or wait until the next month, as it was not on the current agenda. Consensus of the Board was to include it in the Administrative report.

5. Good of the Order. None.


6. Adjournment. There being no further business to come before the Board the meeting was adjourned at 5:29 p.m.

Respectfully submitted,



Jan K. Hansen, Recording Secretary

Approved:



Board Chair