**UPPER MCKENZIE RURAL FIRE PROTECTION DISTRICT**

**BOARD OF DIRECTOR’S MEETING**

**MEETING AGENDA (DRAFT)**

*June 21, 2023*

**CALL TO ORDER**

**APPROVAL OF MINUTES FROM 5/17/23**

**OLD BUSINESS**

* BLUE RIVER STATION REBUILD – MIKE GODFREY
	+ PROJECT PROGRESS
* BUDGET – DAWN POZZANI
	+ RESOLUTION #4 FOR ADOPTING THE BUDGET
		- MAKING APPROPRIATIONS, IMPOSING THE TAX AND CATEGORIZING THE TAX
	+ DISCUSSION
	+ ADOPTION OF BUDGET FOR FY 2023/2024
* TRANSITION TO ADMINISTRATIVE ASSISTANT JENN WICKIZER (ON HER OWN) AND BOOK KEEPER CHELSEA BAKER TAKING OVER FINANCIALS WILL BE COMPLETE JULY 1
	+ DAWN POZZANI STEPPING BACK INTO *BUDGET OFFICER ROLE* *ONLY*
	+ DAWN HAS OFFERED TO SUPPORT JENN IF NEEDED, BUT IS EAGER TO BE DONE
	+ THANK YOU FOR ALL YOUR HARD WORK, DAWN!!!

**NEW BUSINESS**

* RESOLUTION TO ACCEPT OSFM $35,000 STAFFING GRANT??
* ANTICIPATING $250,000 FROM COUNTY ANY DAY NOW
	+ HAVE BEEN COMMUNICATING AND PROVIDING REQUIRED DOCUMENTATION
* SUMMER STAFF SCHEDULE IN THE WORKS
	+ 6 VOLUNTEERS HAVE BEEN HIRED TO COVER SHIFTS 7 DAYS A WEEK JULY 1-OCTOBER 15
	+ CUSHION TO UP-STAFF DURING WEATHER EVENTS (RED FLAGS, WIND, ETC)
	+ NEW PROJECTS FOR SUMMER STAFF (NOT A COMPREHENSIVE LIST)
		- BUILDING MAINTENANCE
		- TRUCK MAINTENANCE
		- EQUIPMENT INVENTORY
* ATTEMPTED BREAK IN 6/3-6/4
	+ REPORTED AND INVESTIGATED BY LCSO
	+ NOTHING ON CAMERA HISTORY
	+ DOOR AND LOCK REPAIRED, INSURANCE COVERED MINUS DEDUCTIBLE
	+ NEW LOCK COMBINATION NOTIFICATION AT DRILL, BY EMAIL AND ALERT911
* ANNUAL OFFER OF $1000-$2000 FROM TRACK FOR SINGLE ITEM NEED
* ASSISTANT CHIEF DIRK ROGERS HAS COMPLETED DPSST/OSHA “LIVE FIRE TRAINING INSTRUCTOR” TRAINING
	+ ONCE COMPLETE TO HIGHER LEVEL, UMRFPD CAN CONDUCT LIVE FIRE TRAINING AGAIN
* INCREASED COST OF NEW ENGINE – NORM MICHAELS
	+ NEED BOARD APPROVAL FOR INCREASE
* REVIEW ALL CHANGE ORDERS ON BLUE RIVER STATION – NORM MICHAELS

**REPORTS**

* FINANCIAL REPORT – DAWN POZZANI
	+ RESERVE ACCOUNT - TBA
	+ CHECKING ACCOUNT - TBA
* CHIEF’S REPORT
	+ ALARM REPORTS – 14 ALARMS IN MAY
	+ PERSONNEL ALARM RESPONSE
	+ PERSONNEL DRILL ATTENDANCE
	+ CHIEF’S HOURS IN MAY **126.5**

**GOOD OF THE ORDER**

**ADJOURN**