

Sheridan Fire District
Board Meeting
5/13/2025

Attendance: Cory Chrisman, Gary Giddings, Pete Gutbrod, Ray Bottenberg, Tammy Heidt
Others: Chief Les Thomas, Marguerite Alexander, Becky Previtt, Jim Dickerson, Jay Payne, Cierra Benjamin, Kelly Vallance, Phillip Riggs, Steven Brown, Kit Johnston, Yamhill County Commissioner, Brandon (online), John D.(online), Steven's iPhone, R.C. Mock (online), Luken (online). Nicole Fitzgerald (online – 7:27 p.m.)

Pledge of Allegiance

Ray Bottenberg called the meeting to order at 6:32

Approval of the meeting minutes: Ray moved to approve the minutes for the April 8, 2025 Regular Board Meeting. Cory seconded the motion. The motion carried.

Approval of the finances: Cory made a motion to approve the financials for April 2025, Gary seconded the motion. The motion carried.

Board member Gary Giddings confirmed that he reviewed the bank statements and reconciliations for the month of April 2025.

Public Comments: None

Old Business:

1. Umpqua/SDAO – Jeff Griffen of WHA and our board president have been working with Umpqua Bank. Tammy talked to SDAO. She believes the man she spoke with is confused. She will have another conversation with this individual tomorrow. Chief would like the Board's permission to write a strongly worded letter to SDAO asking why our fire district is being ignored. We have a great relationship with Umpqua Bank. We have a projection of ambulance revenue for next two months and it is up 24%. Umpqua Bank going to work with us and will have more information for us tomorrow. We may need to hold a special meeting. Chief made it clear, "We are going to meet our needs." Kathie would like access to the Umpqua account. Tammy told them that when she set up the account.

Gary made a motion to allow our accountant from Bryan P. Fitzsimmons, CPA to have access to our Umpqua Bank account. Pete seconded the motion. The motion carried.

2. HB 3870: Chief is a regular at Capitol Hill. He had positive responses until last week, and called recent developments "Disheartening." Our portion of the bill has made it to the Governor's desk. Chief has another meeting in the morning with Beth, an aide to

the governor, at 11:30. The state's projection for the upcoming biennium will come out on Thursday. HB 3870 is not in our budget. If it happens, it will be a blessing.

3. Financial Forecast. Our financial revenue for the current year is better than Chief budgeted for. We are looking at a 7-8% increase for payroll costs. We will be reducing our force to help meet our budget needs. Our goal is to not be dependent on a TRAN. We are looking at a \$180,000 carry-over for next year's budget. The union is working with us. COLA's have been moved to November. A MOU from union, after this raise, includes a rate freeze.
4. Budget (See above).

New Business:

1. Staffing Changes: After making the calculations, the administrative team determined that we must make a reduction in force. Chief said, "That's a hard pill to swallow for me." Last year 460 out of 1680 runs were simultaneous calls. Neighboring agencies will be absorbing some of our personnel. We will be reducing the line staff from 4 FT per shift to 3 FT per shift with minimal overtime. Starting June 1, the fourth person will be PT. Last year, \$370,000 budgeted for Operational Costs. This year, \$400,000.

Chief requested the Board's approval to reduce force to 3 FT per shift. Our ASA agreement states that one ambulance must be ALS. A second ambulance may be BLS. Pete asked if we will be limiting our move-ups? Chief responded, "Absolutely!" He said we are going to help where we can, but we will exercise our right to decline. Pete noted, "Our first priority has to be our citizens." We have week days covered by our administrative team, but at night it is different. We will be adopting a hybrid schedule with PT and volunteers working 5 p.m. to 7 a.m. weekdays and 24 hour shifts on weekends. The Board gave their consent to the reduction in force.

2. **Update on 2022-2023 audit.** The draft is hot off the press but needs to be reviewed before Board action. Our auditors are working to get it done. Chief read a letter from Accuity for Board approval.

Ray made a motion to authorize signing the letter stating that we have no legal action for the 2022-2023 period. Cory seconded the motion. The motion carried.

3. Two years ago Chief Thomas changed the name of our volunteer fund from Station 9 Spending Authority to Volunteer Spending Authority. For accounting purposes we need the Board to agree to that name change.

Gary made the motion to make the change in the name to the Volunteer Spending Authority. Pete seconded the motion. The motion carried.

4. **Amended version of Resolution 2024-25-04. Gary made a motion to amend the numbers in Resolution 2024-25 Exhibit A to reflect the correct numbers as noted. Cory seconded the motion. The motion carried.**

5. Chief's report :

- Because our equipment and vehicles are older, they will require ongoing maintenance. We will continue to apply for grants. Loans at the federal level are closed for another 3 months – maybe 6—but we will continue once they reopen.
- Our contract with Union expires July 1. We are working on a MOU.
- We are working on obtaining a variance with OHA to have EMRs respond as part of our BLS crews. It has been approved by Dr. Heiser. Next it goes to both Polk and Yamhill county for ASA approval. Then on to OHA. Marguerite and Donna will teach another EMR class this fall. OVFA is putting on an EMR class -- 4 days of training-- at the conference in Brooks in June and some of our volunteers are going to attend that.
- The volunteers received a grant from First Federal to replace aging pagers. Tobias would like to write a grant for radios.

Chief Thomas opened up a second Public Comment Period:

1. Yamhill County Commissioner Kit Johnson made several comments

- Call me anytime
- The county commissioners need 90-days notice if we are going to discontinue ambulance service. (Chief said we would provide more than 90-days notice.) Tammy said she, as one member of the Board, was not willing to give up the ambulance service without a fight. “I would vote against it,” she said. Chief said he has two contingency plans in place, and the budget he is presenting will carry us through to the next levy.

The Board recessed the meeting at 8:25 p.m. to go into Executive Session Tammy read the statement as presented on the agenda.

Tammy reconvened the regular session at 8:54 p.m.

Gary made the motion and Pete seconded the motion to adjourn the meeting at 8:54 p.m. The motion carried.

Respectfully submitted,

Marguerite Alexander, Administrative Assistant