

WILLIAMS RURAL FIRE PROTECTION DISTRICT

Board Workshop Minutes

April 11, 2023

Called to order: 09:00am

Roll Call:

Board Members Present

Position 1 – Heather Glass

Position 2 – David Applegate

Position 3 – Claudia Pratt

Position 4 – Bill Ertel

Position 5 – Brian Barton

Williams Staff Present

Fire Chief – Rick Vetter

Administrative Assistant – Jennifer Vetter

Grants:

Board Secretary Heather Glass: Do we need a grant writer to come intermittently to work with the staff on attaining grants that are missed? Looking for a person that could keep the fire district grant interests in mind.

Board Member Bill Ertel: There are lots of pipe-lines to grants. Are you looking for an expert or a constant searcher? It may be beneficial to find a person that is entrenched in the grant world and perhaps receive notification of upcoming grants

Chief Vetter: Who would manage the grant? Chief will get with Chief Painter to find out how he finds grants. Problem with grants is that fire districts are placed in competition with one another. He inquired that possibly someone on the Board can help research grants.

Board Chairperson Claudia Pratt: Stated from a previous meeting that the Fire Chief requested the Board to participate then not participate in projects.

Brian Barton: Stated that he heard the Chief state that there was an inquiry if someone wanted to research grants. Get a grant writer and build them in to the system.

Chief Vetter: Some of the grants are heavy and need an experienced successful writer.

Board Member Bill Ertel: IV Fire, Applegate Fire, and Williams Fire have similar needs. We need to find someone who is part of the industry that can locate/come across grants.

Board Secretary Heather Glass: Nominated David Applegate to take this as a special interest to investigate/research grants for the Fire District.

Chief Vetter: He can reach out to Grants Pass Fire for input/help or assistance with grant writing.

Board Chairperson Claudia Pratt: Perhaps someone from there can give the information that we then can follow up on.

Board Secretary Heather Glass: Suggested that we table this and Brian Barton stated that we could partner up with other districts or organizations such as the water shed council and The Greater Applegate. He will inquire from Ohana and Chaz regarding grants.

Chief Vetter: The fire districts have applied for \$2million in congressional spending. We don't know when there is an award date/announcement.

Board Member David Applegate: He will keep an eye out.

Deputy Clerk Jenny Vetter: In conjunction with finding grants, also taking out of the box ideas like donations.

Budget:

The Safer Grant will be ending; We use it for onboarding new volunteers and retaining the Recruitment & Retention Officer.

Board Member Bill Ertel: If we lose the money for the Captain, how do we keep him on?

Deputy Clerk Jenny Vetter: Not worried about the budget numbers on how to keep the Training officer.

Board Member Bill Ertel: If we knew trending of call volume we could understand when we need to increase our personnel and other items. Can we develop a report to show trends in calls? Yes

Per Board Member Bill Ertel: We should adopt the concept of putting money aside for reserves for upgrades to buildings or other future needs. Have a fixed salary schedule with a range for each position. Build the budget around shortcomings in staffing needs or personnel requirements in training.

Any vehicles need replacing?

Chief Vetter: There is a grant submitted to the JCYF for a pickup to take the place of 8750/8765 as a response vehicle. The grant is written for a vehicle that is \$50k with the District taking responsibility for \$10k. On the building there was \$10k for building/museum with \$3k left. All the response vehicles are in reasonable shape for another year.

There is a steel structure that we can place apparatus under when we attain the next granted apparatus.

Any board members have a passionate need to be placed in the budget?

Board Secretary Heather Glass doesn't know what the department needs and Claudia Pratt is awaiting the budget paperwork to come out.

Board Workshop Closed at 10:00am

Respectfully,

Claudia Pratt, Board Chairperson