

ROCKY POINT FIRE & EMS

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Fire Chief

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Board Members

Theresa Peterson, President
Pat O'Shay, Vice President
David Carpenter, Treasurer
Bruce Harp, Member
Sharon Nettleton, Secretary

Board Meeting Agenda - Minutes

August 11, 2025

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1. Call to Order:

The meeting was called to order at 9:03 AM in the fire station training room

2. Flag Salute:

Flag salute was led by Bruce Harp

3. Roll Call:

Members: Theresa Peterson, Pat O'Shay, David Carpenter, Bruce Harp, Sharon Nettleton

Also Present: (8 community members)

Tina Carpenter, Diana Newdall, Greg Sullivan, Deanna Sullivan, Rita Donato, Alice Martin, Kristi VanDuker, William Shreeve (2 guests) Tom Ogman, Chris German

4. Guests Acknowledged: Tom Ogman – Basin Fire & Ambulance, assisting with medical director search and ambulance operations. Christopher German of Klamath County Community TV. Acknowledge 8 community participants and thank them for their support and attendance.

5. Minutes of previous meeting: Theresa Peterson

Minor corrections noted, Theresa explained things missing from July minutes. Theresa acknowledged receiving community concerns that community comments were missing

Pat O'Shay moved to approve the minutes, Sharon Nettleton 2nd the motion

VOTE – APPROVED UNANIMOUS (Theresa, Pat, David, Bruce, Sharon)

6. REPORTS:

• **Treasurer's Report – David Carpenter**

Reserves: \$189,000

Starting Balance: \$67,000

Ending Balance: \$50,693

David reported there are still outstanding bills to be paid, however outstanding deposits of approximately \$10K should cover any shortfall. Pat O'Shay stated she would be going to town later that day and could make the deposit.

• **Financial Update – David Carpenter – to Tina Carpenter**

- Tina Carpenter reported that an anonymous donation for \$19,400 for the remainder of this year has been received from a private trust. Explaining the rules around it being used: \$14,400 for (3) 24-hour shifts per week for additional EMT's and \$5,000 for 1 year of grant writing. Pat O'Shay questioned if supplemental budget required, Tom Ogman explained how and why you need to do a supplemental budget. Pat requested budget clarification for contingency coverage and wants George Dunkle to review current budget items.
- Tina Carpenter, Chair of Fundraising reported that thru the work of her son we have been able to obtain a software grant from Microsoft to the Rocky Point Fire & EMS. We will be getting Microsoft 365 Office Suite for up to 10 computers, 300 email boxes and \$2,000 in additional Microsoft product credits. Email setup for board members

currently underway. This give us a long-term cost savings and improved communication ability.

- **Board of Directors Report – David Carpenter**

David reported that AirLink and FireMed (ambulance & helicopter) service quotes are pending on clarification on membership updates. Roughly 10-11 people need coverage, need to review volunteer status and subscription rates. Neither Theresa Peterson nor Pat O'Shay have coverage at this time.

- **Chief's Report – David Carpenter**

David Carpenter reported that July calls included: 8 medical, 5 vegetation fires, 2 fire alarms. Driver recruitment and training is underway. David is working thru getting the Medicare/Medicaid systems up and working along with the SAMS and Frances online. He is currently in conversations with a medical candidate in Burns with 15 years of experience. Reviewing sample contract and will keep us posted on the negotiations as they continue. Conversations on follow up calls and coordination with public health officials planned. Board to follow up with legal and budget advisors. CPR classes planned (10 person max, \$40-\$80 per person, more to come)

- **Fundraising Report – Tina Carpenter** Tina Carpenter reported:

8/10 Bingo & Potluck event: 45 attendees, raised \$290 and booked 6 hours volunteer credit Tina has also put out a call for ambulance drivers to volunteer, especially on weekends to allow Bruce Harp some time off. David is planning on starting more EMT's on line to help out. New EMT, Gavin will be coming out at least 1 day a week, looking for 2 more EMT's. Tina will post needs and training schedule on website.

- **Firewise Grants Report – Diana Newdall**

Diana Newdall reported on the progress of the Firewise Grant (High) on mitigation of ladder fuels on our surrounding properties. Mark Moore started July 7th, 2 weeks on Mountain Lakes @ \$20,400. 3 Weeks in Varney Creek @ \$30,600, averaging about \$1,400 a day. Odessa next week and a little more to do on Mountain Lakes. There is about \$64,000 left on Grant. Starting soon we will do both grants, (High & Moderate) at same time in about 2 weeks, Ty Collins moderate, starting in Mountain Lakes. If level goes extreme we are closed down until fall. Diana Newdall reported a few properties on Rocky Point Proper need hand crews, ODF has a grant and will be addressing those in the fall.

7. Old Business

- David Carpenter reported a new Type 6 unit received; old unit (2151) discussed for sale. Pat O'Shay asked out did we receive it, Greg Sullivan reported that he bought it. With that we are allowed to sell it. We discussed the skid unit being saved for a new unit from the state possible. David Carpenter suggested keeping and saving for a new unit. Pat O'Shay asked where we could sell, discussion on sell to the public. Recommendations for sale: Craigslist, Facebook, government surplus. Resolution 08112025 to sell excess equipment on 08/11/2025.

- Tom Ogman added if valued over \$5K sell with bids, if under sell with handshake. Leave the lights & siren on.
- Theresa Peterson motioned to remove accessory equipment and put 2151 up for sale, Sharon Nettleton 2nd the motion.
- **Vote unanimous** - (Theresa Peterson, Pat O'Shay, David Carpenter, Bruce Harp, Sharon Nettleton)

8. New Business

- **Tax Levy Re-filing** - Discussion on refile the tax levy for the November ballot. Deadline is August 15th. The board motioned to refile, Pat O'Shay motioned, Theresa Peterson 2nd motion
Vote unanimous: (Theresa Peterson, Pat O'Shay, David Carpenter, Bruce Harp, Sharon Nettleton)
- **New Bookkeeping System** - Update of Wave bookkeeping system, David likes. Sharon has concerns about the reports as so many are custom in Quicken need to make sure we can get them in Wave. We are working through setting up and getting it operating.
- **Out-of-District Billing Policy** - Proposal to bill non-district responses at Oregon state rates. Suggested process:
 - 60/90/120-day notices, Small claims or collections. Ty Collins discussing policy for "fire" calls – Tom Ogman stated don't go to collections, suggested using the process and straight to court.
 - Create a simple policy from ORS regs to cover out of district calls, simple language stating "any out of district response will be billed.....etc." short and sweet.
 - Extensive conversation on potential annexation outreach suggested by Tom Ogman when possible with the pros being adding to our levy tax base income & saving money to the uncovered property. Pro's for property owners.
 - Goal: protect district resources and encourage annexation.
- **Workgroup Sessions** – Pat O'Shay suggested workgroup sessions for job description for new Chief, need to review and update current description. Pat O'Shay suggested next week, will set date.
- **SDAO Board Training Session @ Running Y** - August 20th, Sharon Nettleton to attend, \$85 cost

9. Volunteer Association – Ty Collins

- Ty Collins reported CPR Trainer located and class planned (10-person max, \$40–\$80 per person). Trainer has all needed materials & can issue cards. Limited spots, drivers first then community, post on website.
- Outreach to Klamath Community Television initiated.
- Proposal to build a community resource list (e.g., horses, snowmobiles, boats).

10. Community Open Forum:

- Rita Donato asked about charging Lake of the Woods coverage, they are in "NO MANS LAND", David explained that we charge for fire, need to check if we have an agreement

with forest service whether or not to charge. We do not charge above their insurance for ambulance service, they are in our area. David needs to check with ambulance advisory board to clarify boundaries.

- Ty Collins reported we can and will now bill in-district people, \$200 a visit for calls that are illegal or unattended fires.
- Greg Sullivan voiced concern of the community about comments not being mentioned and that minutes were not available to the public for viewing before being approved. With emphasis on transparency and community involvement Sharon Nettleton reported that the minutes are now being recorded and transcribed. At that point they will be posted on the website. To Please contact Sharon Nettleton with issues or suggestions.
- Ty Collins introduced guest Chris German, Outreach to Klamath Community Television initiated
- Bruce Harp talked about EMT's having to hike 6-7 miles into the wilderness to do rescue. Sharon Nettleton talked about gathering community resources to assist the guys to carry equipment and assist in rescues. (horses, snowmobiles, boat, etc.) Tom Ogman has a list and will share with us. The wilderness has to be non-motorized. Extensive conversation, Sharon Nettleton agreed to do some research. Need to check on trail conditions, trails are not being upkeep. Policy setup, liability research.
- Tina Carpenter suggested we list things on the website of equipment & supplies needed, reach out to the community for help in obtaining before purchasing. List of resources that we can call on. Have these listed on website and in each vehicle.

11. Action Items:

- Continue looking for Ambulance drivers,
- Finalize billing policy and vote next meeting.
- Contact medical director candidate and insurance advisor.
- Continue board email setup.
- Post community resource list online.
- Schedule CPR class and training sessions.

12. Adjournment

- Bruce Harp motioned to adjourn, David Carpenter seconded,
- **Vote unanimous:** (Theresa Peterson, Pat O'Shay, David Carpenter, Bruce Harp, Sharon Nettleton)
- Meeting adjourned. 10:25 AM

Submitted by Sharon Nettleton, Secretary

We want to thank 10 Community members who joined our meeting in support of the fire department & ambulance. Their attendance and input is valuable in helping the Board in developing a department that can and will service the entire community.