

Program Description

The governing board is comprised of five elected citizens of the District who are responsible for the overall budgetary and policy direction of the District. The Board of Directors (Board) approves the scope and direction of the services to be provided to the citizens and ensures that the needs of the citizens are met, in so far as possible, with available resources. In addition to setting policy and hiring the Fire Chief/Administrator, the Board appoints committee and commission members, including the Budget Committee and the Civil Service Commission.

Budget Summary

Expenditures	2014-15 Actual	2015-16 Actual	2016-17 Adopted Budget	2017-18 Adopted Budget
Personnel Services			\$ 500	\$ 500
Materials & Services	\$ 87,112	\$ 23,040	121,575	31,200
Total Expenditure	\$ 87,112	\$ 23,040	\$ 122,075	\$ 31,700

2017-18 Significant Changes

Within Materials and Services, budgeted expenses include \$6,000 in legal expenses for monthly Board meetings and workshops, a \$9,000 allowance for Board Member meeting reimbursements, \$800 for Board Member conference registrations, \$5,250 in travel and per diem, and \$2,000 for dues and subscriptions for District membership fees to the National Association of Elected Fire Officials, Special Districts Association of Oregon and the Oregon Fire District Directors Association. The most significant decrease in the budget is for election expenses which in the prior year were budgeted for Board member election costs assessed by our three counties.

Board of Directors



Gorgon L. Hovies
President



Clark I. Balfour
Vice President



Brian J. Clopton
Secretary-Treasurer



Robert C. Wyffels
Member



Randy J. Lauer
Member

Board of Directors, continued

Status of 2016-17 Tactics

- Provide policy direction for the District based upon the three strategic goals.

Goal/Strategy: All
Timeframe: 24 months with monthly review via Board Policy.
Partner(s): All District divisions and departments.
Budget Impact: Varies based upon policy direction.
Measured By: Adequate engagement from Board Members.
Appropriate policy development that allows Staff the ability to execute plans, processes and programs that support the Strategic Plan.
Status: → Ongoing
Status Report: The Board provided policy direction via actions taken at monthly Board meetings and in the annual budget approval process. For example, during fiscal year 2017, they authorized intergovernmental agreements, property purchases, and updates to Board Policy statements that provide direction on maintenance practices, community services, and business operations. Additionally, the Board enacted an ordinance adopting the Yamhill County ambulance rates for the ambulance services area included in the Newberg Fire Department service contract. They also passed resolutions to authorize budget appropriations, tax exemptions for affordable housing projects in Beaverton, and initiation of the Washington County Fire District 2 service area annexation. The annual budget committee included the Board members.

- Provide strategic direction and policy position on regional economic, taxation and land use issues that have an impact on the District.

Goal/Strategy: Goal 2; Goal 3
Timeframe: 24 months
Partner(s): Fire Chief's Office
Budget Impact: None
Measured By: Participation in local, regional, and state forums that allows for the direct interaction and subsequent policy position statement on economic, taxation, and land use processes
Status: → Ongoing
Status Report: In the 2017 Fiscal Year, Board member activity in this area included maintaining membership in the Oregon Fire District Directors Association and the National Association of Elected Fire Officials. Board members also served on the following: Washington County Consolidated Communications Agency Board of Commissioners, Metro Southwest Corridor Advisory Group, Metro Policy Advisory Committee, Clackamas County ALS Consortium, and the Special Districts Association of Oregon Board, Legislative Committee and Fire Districts' Caucus.

Status of 2016-17 Tactics, continued

- Once supported, develop annexation and election strategies for Washington County Fire District #2, Newberg Rural Fire Protection District and the City of Newberg.

Goal/Strategy: Goal 3- Strategies 3.3; 3.4
Timeframe: 18 months
Partner(s): Fire Chief's Office
Budget Impact: Increase required
Measured By: Successful public polling, annexation strategy development, measure development, filing and election campaign resulting in annexation.
Status: → Ongoing
Status Report: During the 2017 Fiscal Year, the Board passed a resolution to authorize staff to initiate the annexation process for the Washington County Fire District 2 service area, including tasks related to placing the measure on the ballot. The voters passed the annexation measure and related legal processes were finalized. Two members of the Board will continue to serve on the governance council established to manage the service contract until it is dissolved, which will occur on June 30, 2017. Members of the Board also served on the governance councils for the service agreements with Newberg Fire Department and Newberg Rural Fire District. The Board received regular staff briefings on the status of these initiatives throughout the year and provided policy level guidance when appropriate.

Additional 2016-17 Accomplishments

- Board President Gordon Hovies was selected as the Special Districts in Washington County representative with MPAC (Metro Policy Advisory Committee)
- Members of the Board attended the annual SDAO Conference and annual Oregon Fire Service Conference
- Vice President Clark Balfour was reelected at the Fire Representative with SDAO
- Members of the Board attended the Westside Economic Alliance Annual State of Washington County Address
- Joint meetings were held with: Washington County, Clackamas County, and Newberg Rural Fire Protection District Board

Board of Directors, continued

2017-18 Division Tactics

- Provide policy direction for the District based upon the three strategic goals.

Goal/Strategy: All
Timeframe: 12 months
Partner(s): All District divisions and departments.
Budget Impact: Varies based upon policy direction
Measured By: Incidence of engagement from Board Members.
Incidence of policy direction or development that allows Staff the ability to execute plans, processes and programs that support the Strategic Plan.
- Provide strategic direction and policy position on regional economic, taxation and land use issues that have an impact on the District.

Goal/Strategy: Goal 2; Goal 3
Timeframe: 12 months
Partner(s): Fire Chief's Office
Budget Impact: None
Measured By: Participation in local, regional, and state forums that allows for the direct interaction and subsequent policy position statement on economic, taxation, and land use processes.
- Once supported, develop annexation and election strategies for Newberg Rural Fire Protection District and the City of Newberg Fire Department service areas.

Goal/Strategy: Goal 3- Strategies 3.3; 3.4
Timeframe: 12 months
Partner(s): Fire Chief's Office
Budget Impact: Increase required
Measured By: Successful public polling, annexation strategy development, measure development, filing and election campaign resulting in annexation.

Board of Directors, continued

	2014-15 Actual	2015-16 Actual	2016-17 Adopted Budget	2017-18 Proposed Budget	2017-18 Approved Budget	2017-18 Adopted Budget
10120 General Fund						
5270 Uniform Allowance			\$ 500	\$ 500	\$ 500	\$ 500
Total Personnel Services			500	500	500	500
5300 Office Supplies	\$ 9	\$ 11	50	50	50	50
5301 Special Department Supplies		127	400	400	400	400
5410 General Legal	2,480	3,486	4,000	6,000	6,000	6,000
5413 Consultant Fees			12,000			
5415 Printing		38				
5421 BOD Allowance	6,350	9,250	7,500	9,000	9,000	9,000
5461 External Training	1,085	1,581	1,775	1,800	1,800	1,800
5462 Travel and Per Diem	3,460	3,609	6,400	5,250	5,250	5,250
5500 Dues & Subscriptions	2,000	400	2,000	2,000	2,000	2,000
5570 Misc Business Exp	2,427	1,431	3,250	2,500	2,500	2,500
5572 Advertis/Public Notice	3,286	3,107	4,200	3,500	3,500	3,500
5574 Elections Expense	66,015		80,000	700	700	700
Total Materials and Services	87,112	23,040	121,575	31,200	31,200	31,200
Total General Fund	\$ 87,112	\$ 23,040	\$ 122,075	\$ 31,700	\$ 31,700	\$ 31,700

