

# Board of Directors

Fund 10 • Directorate 01 • Division 10 • Department 120

## PROGRAM DESCRIPTION

The governing board is comprised of five elected members who are responsible for the overall budgetary and policy direction of the Fire 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	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Budget
Personnel Services		\$1,018	\$1,000	<b>\$1,000</b>
Materials and Services	\$92,679	36,300	118,820	<b>101,400</b>
Total Expenditures	\$92,679	\$37,318	\$119,820	<b>\$102,400</b>

## 2013-14 SIGNIFICANT CHANGES

The significant item in this budget is due to budgeting election expenses. Within Materials and Services, election costs for one election are estimated and included as the District plans to address the current Local Option Levy at the May 2014 election. Consultant fees of \$12,000 are budgeted for legislative expenses. Additional budgeted expenses include \$3,000 legal expenses for monthly Board meetings and workshops, \$6,000 allowance for Board member meeting reimbursements, \$2,900 for Board Member conference registrations, \$7,250 in travel and per diem, and \$2,000 for dues and subscriptions for District membership fees to the Special Districts Association of Oregon and the Oregon Fire District Directors Association, among others. Board Member external training and travel and per diem were increased to allow for out-of-state travel, which had been curtailed significantly through the economic downturn.

## STATUS OF 2012-13 SERVICE MEASURES

- Provide policy direction to the District.

Goal(s)/Call(s) for Action:	VII
Service Type(s):	Mandatory
Measured By:	Board Policy review, input at Board and Budget Committee meetings, and action upon request.
Status or Outcome:	Board Policies are reviewed by the Board of Directors on a monthly basis, at which point they are revised or approved with no changes. Staff has worked diligently over the past two years to update all of the Board Policy sections; therefore, reviews will now be conducted on a biennial schedule unless interim changes are needed.

- Provide direction to the District on the Washington County urbanization process.

Goal(s)/Call(s) for Action:	VII; VIII
Service Type(s):	Essential
Measured By:	Participation in phase II of the process with regional partners focusing on unincorporated urbanized areas.
Status or Outcome:	The Washington County urbanization process has largely concluded and no longer requires TVF&R Board of Directors direction or action.

## ***Board of Directors, continued***

---

### **STATUS OF 2012-13 CHANGE STRATEGIES**

- **Strategic regional coordination** – In an effort to establish safer communities and ensure ongoing service provisions, emphasize policy positions that maximize preparedness for catastrophic events, and leverage existing systems/infrastructure in which the District has already invested. Specific attention should be paid to regional radio, regional CAD, regional preparedness (UASI, MACS), and regional risk reduction strategies.

<b>Goal(s)/Call(s) for Action:</b>	III; VII; VIII
<b>Budget Impact:</b>	Resource neutral
<b>Duration:</b>	Year 2 of 5
<b>Budget Description:</b>	None
<b>Partner(s):</b>	Washington County Consolidated Communications Agency (WCCCA), C800, Office of Consolidated Emergency Management (OCEM), Urban Areas Security Initiative (UASI) Points of Contact (POC), Washington, Clackamas, and Multnomah Counties.
<b>Status or Outcome:</b>	Regional coordination continues. A comprehensive study by GEOCOM Consulting has been commissioned to understand the regional radio, regional CAD, and regional dispatch center possibilities. In addition, the Regional Disaster Preparedness Organization (RDPO) has assumed control over the entire Urban Areas Security Initiative (UASI) process, allowing for greater coordination. Finally, significant progress has been made on the Multi-Agency Coordination System (MACS) through both the RDPO and the Office of Consolidated Emergency Management (OCEM).

### **ADDITIONAL 2012-13 ACCOMPLISHMENTS**

- Elections took place in May for Positions 1 (currently Robert Wyffels), 2 (currently Clark Balfour), and 3 (currently Gordon Hovies). All incumbents were re-elected.
- Board of Director officer appointments were made: Robert Wyffels, President; Randy Lauer, Vice President; and Gordon Hovies, Secretary/Treasurer.
- Board Members participated at a joint meeting with Clackamas County and a joint barbecue with the City of Tualatin at Station 34.

### **2013-14 SERVICE MEASURES**

- **Provide policy direction to the District.**

<b>Goal(s)/Call(s) for Action:</b>	VII
<b>Service Type(s):</b>	Mandatory
<b>Measured By:</b>	Board policy review, input at Board and Budget Committee meetings, and action upon request.

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

<b>Goal(s)/Call(s) for Action:</b>	VII; VIII
<b>Service Type(s):</b>	Essential
<b>Measured By:</b>	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.

### **2013-14 CHANGE STRATEGIES**

- **Strategic regional coordination** – In an effort to establish safer communities and ensure ongoing service provisions, emphasize policy positions that maximize preparedness for catastrophic events, and leverage existing systems/infrastructure in which the District has already invested. Specific attention should be paid to regional radio, regional CAD, regional preparedness (UASI, MACS), and regional risk reduction strategies.

**Goal(s)/Call(s) for Action:** III; VII; VIII  
**Budget Impact:** Resource neutral  
**Duration:** Year 3 of 5  
**Budget Description:** None  
**Partner(s):** Washington County Consolidated Communications Agency (WCCA), C800, Office of Consolidated Emergency Management (OCEM), Urban Areas Security Initiative (UASI) Points of Contact (POC), Washington, Clackamas, and Multnomah Counties



## Board of Directors, continued

		Actual Prior FY 2011	Actual Prior FY 2012	Budget Prior FY 2013	Budget Proposed FY 2014	Budget Approved FY 2014	Budget Adopted FY 2014
<b>10120 General Fund</b>							
5270	Uniform Allowance		1,018	1,000	1,000	1,000	1,000
	<b>Total Personnel Services</b>		<b>1,018</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
5300	Office Supplies	60	9	100	50	50	50
5301	Special Department Supplies	474	192	200	400	400	400
5306	Photography Supplies & Process	150					
5410	General Legal	2,619	2,476	3,600	3,000	3,000	3,000
5413	Consultant Fees	12,000	12,000	12,000	12,000	12,000	12,000
5414	Other Professional Services	5					
5415	Printing	18					
5421	BOD Allowance	6,450	4,750	6,000	6,000	6,000	6,000
5461	External Training	799	1,463	1,500	2,900	2,900	2,900
5462	Travel and Per Diem	1,915	4,002	4,000	7,250	7,250	7,250
5480	Community/Open House/Outreach	50					
5500	Dues & Subscriptions	500	3,500	2,000	2,000	2,000	2,000
5570	Misc Business Exp	4,704	4,581	5,220	3,900	3,900	3,900
5572	Advertis/Public Notice	4,575	3,327	4,200	3,900	3,900	3,900
5574	Elections Expense	58,361		80,000	60,000	60,000	60,000
	<b>Total Materials &amp; Services</b>	<b>92,679</b>	<b>36,300</b>	<b>118,820</b>	<b>101,400</b>	<b>101,400</b>	<b>101,400</b>
	<b>Total General Fund</b>	<b>92,679</b>	<b>37,318</b>	<b>119,820</b>	<b>102,400</b>	<b>102,400</b>	<b>102,400</b>