

KLAMATH COUNTY FIRE DISTRICT #3

Board of Directors Meeting March 19, 2026

Meeting Minutes

1. Meeting was called to order at 10:08 am. by Mr. Dan Hudson, Board Director. Board members Mr. Dan Hudson, Mr. Mike DuBois, Ms. Cindy Ballard, and Ms. Carrie Giroux were present. Ms. Sarah Herbert was absent from the meeting. Also in attendance was Fire Chief Nate Hussey as well as several members of the community.
2. **Changes to the Agenda.** Dan Hudson asked if there were any changes or additions to the agenda and Nate Hussey stated he would like to add ASA and Carrie Giroux mentioned the Budget Committee.
3. **Correspondence:** None to report.
4. **Financial Report:** Carrie Giroux updated the Board on the financial reports. At this time, we do not have a bookkeeper, however Nate spoke with Vicki Baker of Professional Tax Solutions and she has agreed to be our bookkeeper. Ms. Giroux reviewed the back account totals with the Board.
5. **Chiefs Report:** Mr. Hussey provided an update to the Board. Currently, YTD we responded to 212 calls with 85 for the ambulance. A percentage of those calls were either cancelled or the victim(s) were deceased of which we do not get paid on. Mr. Hussey also discussed theft issues, specifically with the oil tank. Discussion continued regarding installing wi-fi cameras. Mr. Hudson stated that we will be installing dash cameras on the command vehicle, the ambulance and possibly one other truck. The wi-fi based camera gives the speed on the recording, coordinates, and is able to take still pictures as well.
6. **Budget Committee:** Ms. Cameron Duncan was invited to discuss this year's committee. She stated the we need to post an announcement stating that we have one seat open on rotation and that needs to be open for a few weeks. We can then close it and start forming the budget committee. There are currently four people on the committee: June Sanders, Doak Cotter, Carolyn Decker and Natalia Page. We will need to confirm that these four are still willing to serve on the committee for this year. Ms. Duncan will submit her Letter of Interest as well. It was noted that the website needs to be updated with the current budget information. Ms. Duncan said she would contact Sarah regarding the update. There will be one budget meeting to include Board members in April, and one budget hearing in June.

Old Business:

1. **Committee Reports:**
2. **AUP:** Dan Hudson reported that Molatore has declined to do the AUP. There is a possibility that Capstone in Eugene would be willing to work with us. Mr. Hudson will pass along the information to Sarah Herbert and see if she has contacted them. He noted that we are working with the Secretary of State on this issue.
3. **LOC:** Mr. Hudson stated that until we resolve the AUP issue, the LOC is tabled for now.
4. **Legal Counsel:** Mr. Hudson noted that Mike DuBois has done some work on legal counsel. Mr. Hudson contacted a few firms and they stated that they are not available at this time. Mr.

DuBois stated that he's been in contact with a local attorney's office, Bair Law, LLC, for legal counsel. Ms. Giroux contacted SDAO and asked them if they provide legal counsel and they do not, however they referred her to Local Government Law Group in Eugene. Ms. Giroux contacted them and they are willing to work with us. They have submitted a letter of engagement and billing procedure.

New Business:

1. Mr. Dan Hudson discussed the writing of meeting minutes vs. electronic documentation, and it was determined that we do both as written minutes are more readily available to scan should we need to do so.
2. Ms. Giroux stated that the SDIS Insurance payment has been submitted.
3. SDAO Training will be held in Klamath Falls. Mike DuBois and Carrie Giroux have shown interest in attending. The 2-day event will be held June 24-25 at the Running Y.
4. ASA: Mr. Hussey stated that for two years he's been trying to revise the service area lines and boundaries. He reached out to Chiloquin Fire Department and Mr. Hussey drafted an acceptance letter which outlines the proposed reversions of the annual service areas as outlined by Chiloquin Fire and Rescue. Discussion continued regarding ambulance coverage. Mr. Hudson asked for a motion on accepting the ASA adjustment letter prepared by Mr. Hussey. Mr. Mike DuBois made a motion to accept the letter prepared by Mr. Hussey and Ms. Giroux seconded the motion. Roll call was taken as follows: Cindy Ballard aye, Mike DuBois, aye, Carrie Giroux, aye, and Dan Hudson, aye. Sarah is absent for the vote. Motion passed 4-0.
5. Mr. Hussey is in conversations with a few of the entities for acquiring a second ambulance vehicle. Discussion continued.
6. Staffing Grant: Mr. Hussey submitted audit paperwork to the State Fire Marshalls Office for the grant. Discussion continued.

For the Good of the Order: None noted.

7. There being no further business to come before the board, Dan Hudson asked for a motion to adjourn the meeting. Mike DuBois made a motion to adjourn the meeting at 11:00 am. Cindy Ballard seconded the motion. Roll call was taken as follows: Cindy Ballard aye, Mike DuBois, aye, Carrie Giroux, aye, and Dan Hudson, aye. Motion passed 4-0.

Respectfully Submitted:

Carrie Giroux
Secretary/Treasurer