



- I. CALL TO ORDER** Vice Chair – Clark Brody at 9:04 a.m.  
Members present: Clark Brody, Laurine Clemens, Caryl Gibson, Paul Janssen, Rob Sumner  
Others present: Chief Denney Kelley, Sgt. Schulz, Lori Steinthal

***Approval of November 21, 2013 Meeting Minutes***

*Resolution:* Paul Janssen moved that the November 21, 2013 Meeting Minutes be approved as presented, seconded by Laurine Clemens; unanimous.

- I. Financials – Brody**  
Reviewed November financials. Currently on track at 42% of budget.

*Resolution:* Clark Brody moved that the October financials be approved as presented, seconded by Rob Sumner: unanimous.

**II. COMMITTEE REPORTS – Brody**

Caryl Gibson discussed the “BBR Emergency Outreach” Program. The program’s mission is a bit unclear. We are going to contact Sgt. Kljemont for more information on the program.

**III. CHAIR’S REPORT – Brody**

None

**IV. CHIEF’S REPORT – Kelley**

**A. Personnel**

Department posted the Sergeants position last week and have done some recruiting. Several people have expressed interest. Chief will keep the Board updated on the process. Sgt. Klejmont is still available to assist when needed.

The department discovered a payroll error (over paid an employee 12 hours). A system has been put in place to prevent this type of error from happening again.

**B. Activity Report**

The Chief provided an explanation to the board on the difference between "On Property" & "Off Property" calls and "UTC" vs "Ranch Citations".

Website development is making positive progress.

**C. Equipment**

No updates to report

**D. Training**

1. Chief will be attending training in Seaside next month. Department continues to complete monthly video training. 2014 training topics are set through the first 8 months (except for March). Sgt. Schulz confirmed that there are regulations prohibiting citizen's involvement in department firearm training. Chief has had an officer express interest in Semi (truck) Inspection class.

2. **CSI Training** for the homeowners is scheduled Jan 12, 2014 at 1:00.

3. **CPR/1<sup>st</sup> Aid training** will be scheduled for April.

**V. OLD BUSINESS - Brody**

SDAO Board training timeframe was discussed. It was decided to provide SDAO with some possible dates for training. Once a date is confirmed the Board will extend the invitation to the BBR Fire Dept and possibly Sisters/Camp Sherman Fire Department.

**VI. NEW BUSINESS**

None

**VII. PUBLIC COMMENT**

None

**VIII. NEXT MEETING DATE**

January 16, 2014

**IV. ADJOURNMENT**

*Resolution:* Clark Brody moved that the meeting be adjourned; seconded by Caryl Gibson; unanimous.

Meeting adjourned at 10:03 a.m.

**THURSDAY January 16, 2014  
9:00 a.m.  
Administration Building**