



- I. **CALL TO ORDER** Vice Chair Curtiss Abbott at 8:57 a.m.
- Members present: Curtiss Abbott, Clark Brody, Cathy Ellis, Carlos Rivera and Paul Janssen
- Excused absences: Randy Garcia
- Others present: Chief Denney Kelley, Sgt. Rob Schulz, Lori Steinthal, Mark DeLong, Laurine Clemens, Caryl Gibson, and Gordon Groshong

**Approval of March 28, 2013 Meeting Minutes**

*Resolution:* Curtiss Abbott moved that the March 28, 2013 Meeting Minutes be approved as presented, seconded by Clark Brody; unanimous.

- I. **Health Insurance Review – Gordon Groshong/WHA.**  
Presented comparison between current Teamsters insurance and proposed policy benefits from PacificSource & HRA VEBA. The HRA VEBA portion is an Employer contribution of \$1,000.00 annually for enrolled employees. Moving to the new plan will result in a savings of \$10K+/yr. This new plan only effects Chief Kelley, Sgt. Schulz and Lori Steinthal. To lock in proposed rates for 12 months, Gordon indicated the board needed to vote today on the plan. It was also agreed to cancel the Teamsters plan and allow Sgt. Schulz to enroll in the PacificSource Gold PPO IV & HRA VEBA plan, effective June 1<sup>st</sup> and Lori Steinthal to enroll on July 1, 2013.

<b>Resolution 2013-5-16(1)</b> <i>Change in Health Insurance From Teamsters to PacificSource Gold PPO IV &amp; HRA VEBA Plan</i>	<b>Cathy Ellis moved that the change in insurance (from Teamsters to PacificSource Gold PPO IV &amp; the HRA VEBA plan) for Sgt. Schulz and Lori Steinthal be approved, seconded by Clark Brody; unanimous.</b>
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Chief Kelley is “opting out” of the insurance coverage. Discussion regarding Chief Kelley’s “opt out” compensation under the new plans guidelines took place in detail. Paul Brody and Curtiss Abbott requested confirmation on our current payroll taxes. The present board members decided “The current Police Chief’s total health care compensation shall be his health care premium, minus current

estimated payroll taxes (25%; 23.04%PERS, 1.45% Medicare) and shall not exceed annual insurance premium costs.”

<p><b>Resolution 2013-5-16(2)</b>  <i>Current Chief's Health Care Compensation</i></p>	<p><b>Carlos Rivera moved that the Chief's Health Care compensation as stated above, be approved, seconded by Cathy Ellis; unanimous.</b></p>
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**II. Financials - Abbott**

We continue to remain under budget.

*Resolution:* Paul Janssen moved that the March and April, 2013 Financials be approved as presented, seconded by Carlos Rivera: unanimous.

**III. COMMITTEE REPORTS - Ellis**

Distributed a draft of purposed language for a new section within the BBR Rules & Regulations pertaining to construction trailers on the Ranch. Cathy took comments from other board members. BBR Association Board will be asked to rule on new language.

**IV. CHAIR'S REPORT – Abbott  
 Managing Board Polices Manual**

The manual continues to be updated. Paul Janssen and Cathy Ellis requested a hard copy of the manual (with updates) be provided to all board members. An electronic copy of the manual will also be sent to all board members. Goal is to have revision completed and approved by the June meeting.

**V. CHIEF'S REPORT – Kelley**

**A. Personnel**

Administrative Assistant Lori Steinthal will transition to full time on June 1 at which time Susanna Klosterman will retire. Reserve Officer Mark DeLong was introduced. Mark will be on bike patrol during the summer months. This is an unpaid position that will enhance our presence during the busy season.

**B. Activity Report**

April activities are consistent for this time of year.

**C. Equipment**

**MDTs** - Bend PD is donating 4 MDT's to our department.

**Server** – New internal server up and running. Backup is remote and meets new CJIS security requirements. Chief is looking into an iPad tablet to allow him to remotely access our department server. Officer Elliott is working on

launching the departments Facebook page. The Facebook page will have daily information and be linked to our department’s website for more details. Target launch date is the end of May.

**Vehicles** – New car has been ordered. Hope to have it in time for the homeowners meeting.

**D. Training**

The department continues to conduct monthly training.

**E. Events (added to agenda)**

The AARP Driver Safety Class has been rescheduled for May 22nd. Summer events with Police Department sponsorship will be the Kids Program, the Second Annual Bike Rodeo, the Second Annual Emergency Services Fair is scheduled for Saturday, June 22<sup>nd</sup> and a presence at the Homeowners’ Annual BBQ as well as the July 4<sup>th</sup> celebration. Possible future programs: Crash Report Assistance

**F. Budget (added to agenda)**

The Chief reviewed the budget and will have an electronic copy of the final budget sent to all board members.

**VI. OLD BUSINESS**

**A. Annual County Meeting - Steintal**

Confirmed date is June 11, 2013. Lori will email details (i.e. time, meeting room name & lunch menu) to the board in the next week.

**VII. NEW BUSINESS**

**A. BBRSD Managing Board Appointment/Positions #1, 3 & 4**

Curtiss Abbott introduced Laurine Clemens and Caryl Gibson and asked each of them to share a little about themselves.

Position #1 Liaison position between BBRA and BBRSD (one-year term appointed by BBRA) – Cathy Ellis recommended asking if there is any interest from a current board member in replacing her before considering someone else. If there is no interest, Carl Burnham has expressed interest in the position. Everyone was in agreement. Cathy will bring it up in the next BBRA Board Meeting.

Position #3 currently held by Randy Garcia will now be held by Caryl Gibson (2 term period ending in 2019)

Position #4 Currently held by Sally Grader will now be help by Laurine Clemens (Laurine to finish Sally Graders term ending 6/15 and may choose to continue her own 2 terms ending in 2021)

<p><b>Resolution 2013-5-16(1)</b>  <i>BBRSD Managing Board                  Position                  Nominations</i></p>	<p><i>Curtiss Abbott moved that Laurine Clemens be nominated to fill Position #4 and Caryl Gibson be nominated to fill Position # 3 on the BBRSD Managing Board. Seconded by Cathy Ellis; unanimous.</i></p>
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**B. Swearing in of Reserve Officer – Abbott**

Curtiss Abbott officially swore in Reserve Officer Mark DeLong

**VIII. PUBLIC COMMENT**

None

**IX. NEXT MEETING DATE**

June 11, 2013 – Time TBD

**X. ADJOURNMENT**

*Resolution:* Curtiss Abbott moved that the meeting be adjourned; seconded by Paul Janssen; unanimous.

Meeting adjourned at 11:00 a.m.

**THURSDAY  
May 16, 2013  
9:00 a.m.  
Administration Building**