



JACKSON COUNTY FIRE DISTRICT 4

21200 HWY 62 • SHADY COVE, OR • 97539 • (541) 878-2666

Board of Directors Meeting- Minutes

Held in the Shady Cove Public Library Conference Room

22477 OR-62, Shady Cove 97539

Minutes for November 19th, 2025 @ 10 AM

1. Meeting called to order at 10:00 AM by President Krutsch.
2. **Roll Call-** President Krutsch- present, Vice President Higgs- present, Director Schumacher- present, Director Winfrey- present, Director Krupa- present, Chief Crume- present.
3. **VISION AND MISSION-**
 - **Vision:** to reduce and/or eliminate risk from fire, rescue, and medical events in the Upper Rogue Communities we serve.
 - **Mission:** To protect life and property through all hazard emergency response services, public education and prevention activities.
4. **Minutes-** October 8th, 2025 regular board meeting minutes were reviewed. Director Schumacher proposed a motion to approve the minutes of the Regular Board of Directors Meeting of October 2025 as presented. President Krutch seconded the motion. President Krutsch, Vice President Higgs, Director Schumacher, Director Winfrey and Director Krupa voted unanimously to approve the minutes as presented.
5. **Financial Review-** The Revenue, Expenditure, Accounts Payable, and Credit Card Ending balance reports for October 2025 and the Budget Versus Actual report for September 2025 were reviewed. Director Winfrey proposed a motion to approve the Accounts Payable, Revenue, Expenditure and Credit Card Expenditure reports for September 2025 and October 2025 as presented. Director Schumacher seconded the motion. President Krutsch, Vice President Higgs, Director Schumacher, Director Winfrey and Director Krupa voted unanimously to approve the minutes as presented.
6. **Public comment-** Captain Elder introduced students to the board.
7. **Informative Items-**
 - a. Monthly status report was reviewed by Chief Crume. There were 92 calls for the month, average for the time of year.



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- b. CWRR Update- They have completed 238 assessments to date. Kathleen would like to post on the Station's reader board to garner more public attention.

8. Old Business –

- a. E30 Update- the receipt of the engine has been delayed to allow for the repair of issues flagged by our technicians, including cosmetic, mechanical and electrical repairs
- b. Civil Service Commission Recruitment discussed, the board is looking for candidates. Position will remain open until filled.
- c. Policies and Procedures- Chief Crume will provide Director Schumacher with an updated thumb drive to begin digitizing documents.

9. New Business-

- a. Fire Alliance Update: there will be a meeting to review requests for proposals within the next month. There is a joint training program in the works, anyone who wants to attend is invited (the program will not be limited to volunteers).
- b. OFDDA Conference November 20th-22nd in Seaside.
- c. SDAO Conference February 6th-8th 2026 in Seaside.

10. Topics Following the Preparation of the Agenda- President Krutsch

- a. The board agreed to push the meeting out one week to allow for Vice President Higgs to attend. The next meeting will now be held THURSDAY, December 18th, 2025 at the regular place and time.

11. Good of the Order-

- a. Chief Crume informed the board of a change in deadline to train staff on the coding changes for the new reporting system. This will require all staff to undergo seven hours' worth of training. District #3 has generously shared their training materials.

12. Individual Board Comments-

13. Adjournment- President Krutsch adjourned the meeting at 11:37 AM

Minutes Submitted by: **Briauna Castle**

Minutes Approved by:
