

REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, AT 7 PM THURSDAY, NOVEMBER 14, 2019, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

ATTENDANCE: Board members: D. Graham, A. Kriek, D. Grant, D. Sorenson and R. Cairns.

ALSO PRESENT: Chief Hoke, D/C Pricher, D/C Marks, D/C Holsey, D/C Smythe, D/C O'Connor and J. Salisbury

AUDIENCE: FF Gandara, FF Booth, FF DuBois, Lt Heuer, J. Motherway, S. Booth, FF Stober, and B. Wintermute (Stryker rep).

CALL TO ORDER: President Graham called the meeting to order at 7:00 p.m. and led the flag salute.

CONSENT AGENDA: President Graham opened discussion on the consent agenda items. Mr. Grant moved and Mr. Kriek seconded approval of the consent agenda.
The motion to approve the consent agenda carried unanimously.

CHIEFS' REPORTS:

Fire Chief Report – Chief Hoke discussed having joint board meetings each month, holding them in each district on alternate months. He met with St. Helens Police Dept about sharing their new facilities. He discussed having Battalion Chief positions in order to provide more shift supervision. He is reviewing calls to make sure that we don't send a fire engine to every sick call. He discussed all the new SCBA equipment coming. The District plans to certify old equipment, surplus it, and then donate to Oregon agencies that need it. Mr. Sorenson suggested starting a reserve fund to replace the new SCBAs at the end of their lifetime about 15 years from now. Chief is evaluating the single role medics to better utilize that capacity and keep firefighters in district. He is looking to bring more services under the IGA such as budget, HR, and purchasing. The boards will discuss which night to hold the meeting. December meeting will be the second Thursday.

Operations Chief Report – Chief Smythe has had meetings about Lexipol. They have 150 to 155 policies. Some of them will be policies needing a board vote; others can be approved by the Fire Chief and added to the SOPs. CRFR has policies that are 30 years old, and both districts need legal updating.

The goal is to fly to Minnesota for the Rosenbauer engine pre-build. Staff from both districts had input in choosing the engine and determining the specs. Lt. Anderson and a CRFR staff member will go with Chief Smythe to Minnesota. The purchase is under a government contract, so

bids are not required. CRFR mechanics will be flown back for a weeklong class to learn how to maintain the engine and get certified on Emergency Response Apparatus. Rosenbauer will haul the engine out here so they will be responsible for it until arrival here.

Chief Smythe is working with CCOM to manage which equipment are sent on calls.

He discussed the Kincade Conflagration. The team was gone October 27 thru Nov 4th.

There will be about 9,000 calls between both districts by the end of the year, with approximately 7,500 medical. Chief Smythe is concerned about high-density housing and how we get our rigs in there. Chief Pricher is doing a good job in making sure that the new construction is accessible.

Fire Marshal Report - Chief Pricher spoke on trainings, and taking a building code class to maintain licensure. He attended a drone conference where discussions were held on the future of drones. Our staff was not exposed to asbestos during the trainings at the old middle school because it was in the floor and we were burning the walls and ceilings.

Training Chief Report - Chief Marks said everyone who goes on a call is going to be trained to at least an EMR level. The course will be offered 3 times in-house during the next year.

DPSST accreditation was successful, and we passed with flying colors. The lieutenant test was held in early November and 50% passed. We will post the list in early December. Those who failed will have the opportunity to test again in two years.

EMS Chief Report - Chief Holsey said the Community Paramedic sees about 2 clients per shift with extensive driving. He is working to CPCCO to create a value-based funding model. We currently have grant funding. He has been working on our partnerships, especially with OHSU and soon with Legacy. Housing and transportation needs are affecting our services. He is working with CCMH on secured transport for patients with behavioral health issues. Our ambulances do not meet legal requirements for secured transport.

Logistics Chief Report – Chief O'Connor is transitioning SRFD to Centerlogic, which is the same IT firm used by CRFR. This will help us create IT bridges to solve communication gaps between the districts. He is working on Toy N Joy in St. Helens; Shelly Booth is coordinating Share N Care in Scappoose. He is currently working with four chaplains to coordinate responses and be sure calls are covered.

Finance Report – The District is currently 1/3 of the way through the fiscal year, and expenditures are about 33%. We are receiving more GEMT money than we were initially told, roughly \$35,000 to \$40,000. The state matched more than expected.

Safety Meeting and Health and Wellness meeting minutes were reviewed.

Chief Hoke asked the Board to surplus 15 old coats and 10 overalls to Wolf Creek Fire District. Mr. Kriek made a motion to do so and Mr. Sorenson seconded.

The motion to donate coats and overalls to Wolf Creek Fire carried unanimously.

OLD BUSINESS

A. Awards & Incentives Committee – No meeting.

B. Management Team Committee – Mr. Cairns reported that they discussed the various agenda

topics during this meeting.

- C. Planning Committee – No meeting. Noting the engine purchase listed in New Business, Mr. Kriek and Mr. Sorenson said we need a strategic plan to understand our short and long-term needs, and make plans to pay for them. Mr. Kriek and Mr. Sorenson stated that the planning committee needs regular input on a replacement schedule for apparatus. Mr. Kriek expressed the need to get a committee meeting on the calendar. Mr. Grant said he felt pressure to make a decision on a large expenditure with little involvement in the process and suggested pushing out a decision until December. Mr. Cairns said that if we postpone the engine purchase decision for a week, or until December, we should hold a planning meeting before that December decision. The board was very concerned that they were not given specific information about the purchase until the day before the meeting.

Chief Hoke agreed with the need for a planning committee since issues are coming soon with regard to replacement of apparatus. He also said that lease-purchase options are the industry standard, especially when the purchase of a new engine will improve the District's ability to respond in rural areas with fewer hydrants.

Lt. Anderson said we are getting used parts to repair our existing engines from the Portland Fire discard pile. It was mentioned that apparatus is constantly in the shop for repairs.

- D. Oversight Committee – Mr. Sorenson said they met the end of October. Chief Hoke said we are supposed to have the final draft of the report from Matrix with recommendations by December 18th. The profile has been edited

Chief Hoke plans to hold joint management meetings with both unions.

NEW BUSINESS:

- A. **LifePak 15s:** Mr. Kriek made a motion to purchase the two LifePak 15s for a total of \$73,516. Mr. Grant seconded. There was board discussion. Mr. Wintermute (Stryker rep) said guaranteed technology refresh is available under several payment options, but the guarantee is dependent on subsequent CRFR actions if SRFD chooses to pay the entire cost upon delivery. No interest will be charged under any payment option. Chief Holsey said that the board could add carbon monoxide monitors at a cost of \$4,000 each for a total of \$8,000. (\$81,516 total) Discussion revealed that the monitors would be utilized by staff at fires as well as by patients. The board voted against the first motion for \$73,516 in order to remove it from the discussion. Mr. Sorenson then moved to purchase everything for \$81,516, with \$70,000 down and 4 equal annual payments of the balance. Mr. Kriek seconded the motion.

The motion to purchase the two LifePak15s with carbon monoxide monitors carried unanimously.

- B. **Type I/II Engine:** Mr. Sorenson made a motion to approve the engine purchase up to \$435,000 for the engine as detailed in the purchase proposal and the resolution authorizing the Board President to sign the lease financing agreement. Mr. Cairns seconded the motion. The proposal (that was available to everyone present and extensively discussed) states that the engine would be financed with a down-payment and lease financing as follows:

\$200,000 down-payment: The District makes a down-payment of \$200,000 to purchase the chassis. The District's 2019-20 General Fund Actual Beginning Cash Balance exceeded

Budget by \$241,533. \$200,000 of this shall be appropriated to General Fund Capital Outlay by passing a supplemental budget resolution at the December 12, 2019 Board meeting. The payment cannot be made until after the supplemental budget resolution is approved.

\$235,000 Financing: The balance of up to \$235,000 would be paid in four (4) payments of approximately \$63,000 each over the four subsequent budget years. At an estimated APR of 3.55%, the total interest expense would be approximately \$23,000.

Board members discussed the positive and negative aspects of this purchase, including the option of purchasing used equipment and the fact that financing a portion of the purchase is contrary to longstanding past practice. They considered inflation and the savings associated with making a multiple engine purchase with CRFR.

The motion to purchase the engine and pass the resolution carried with Mr. Sorenson, Mr. Graham, Mr. Kriek, and Mr. Cairns voting in favor. Mr. Grant voted against the motion.

C. **2018-19 District Audit Report** Mr. Kriek made a motion to approve the 2018-19 District Audit Report and Mr. Grant seconded.

The motion to approve the audit report carried unanimously.

D. **Matrix Report on IGA** The Board discussed the partial draft of the report by Matrix. In response to concerns about possible difficulties in combining two unions, Chief Hoke said that he has already

AUDIENCE: None.

GOOD OF THE ORDER: Thank you notes from Chief Greisen were acknowledged. Mr. Cairns said that he learned at the OFDDA conference not to reply-all on emails in order to avoid violating public meeting laws. Mr. Sorenson discussed a session on disaster preparedness. The presentation showed how essential emergency toilets and emergency food stores will be for rural counties when the big earthquake comes. The recommendation is enough supplies to meet at least one month's needs. Mr. Sorenson said it is important for emergency responders to inform the public about this.

ADJOURNMENT: President Graham adjourned the meeting at 8:59 p.m.

Signed this 12th day of December, 2019.

David Graham - President

David Sorenson – Secretary/Treasurer