



Boardman Fire Rescue District Board of Directors
Meeting Minutes
September 8, 2026
Boardman Fire Station 81
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: 6:00 p.m.

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter, Directors David Boor, Jaimeson Ratzlaff, and Mike Sowa
Staff: Fire Chief Mike Hughes, Fire Marshal Jeremy Gierke, Firefighter/Medic Levi Renfrew, Firefighter/Medic Mark Sowa, Firefighter/EMT Chris Schofield, Executive Assistant Suzanne Gray

PUBLIC COMMENT: NONE

AGENDA ADJUSTMENTS: Fire Chief Hughes asked for the August minutes and payables to be included in Consent Calendar Items.

DIRECTOR REPORTS:

1. Elect Board Positions for 2026-2027. Chief prefers the officers to remain the same in his last 10 months.
 - a. Secretary Boor nominates Lisa Pratt to President position. Director Ratzlaff seconded the nomination.
Vote: Lisa Pratt – Yes; Loren Dieter – Yes; David Boor – Yes; Jaimeson Ratzlaff – Yes; Michael Sowa – Yes. Nomination carries unanimously.
 - b. Secretary Boor nominates Loren Dieter to Vice-President position. President Lisa Pratt seconded the nomination.
Vote: Lisa Pratt – Yes; Loren Dieter – Yes; David Boor – Yes; Jaimeson Ratzlaff – Yes; Michael Sowa – Yes. Nomination carries unanimously.
 - c. Vice-President Loren Dieter nominates David Boor to Secretary position. President Lisa Pratt seconded the nomination.
Vote: Lisa Pratt – Yes; Loren Dieter – Yes; David Boor – Yes; Jaimeson Ratzlaff – Yes; Michael Sowa – Yes. Nomination carries unanimously.
2. Interest expressed for the SDAO Conference in February 2027.
3. Secretary Boor related complimentary citizens comments on how well the firefighters conduct themselves. Chief Hughes asked that word goes out to the staff.

FIRE CHIEF'S REPORT – Fire Chief Hughes

1. Columbia Development Authority (CDA) Land:
No contact with the mediator has occurred. The trial date is December 17, 2026. BFRD is being very cooperative. Discussion to include an Executive Session with the attorney in the December 2026 meeting.
 - a. BFRD hired an EMT/Firefighter from the Health District and Irrigon Rural Fire District. He will start September 19th on C-Shift.

2. Fire Season:
 - a. Favorable weather for BFRD. Resources went on mutual aid and conflagrations.
 - b. Seasonal Staff took the opportunity to fight fire. Her last day is September 23 and then headed to college.
3. Future Fire Station, Airport Road:

The feasibility report is favorable for a station. Financing through Amazon for the building. Payments will be through construction company. A contract will be signed that the funds are for the purpose of building a station only.
4. Helipad:
 - a. Parts and pieces are in house waiting for work crews' availability.
5. Letter from State Audit Division
 - a. Financial Security Plan is presented every year to line out check and balances. A CFO would not be efficient as there would not be enough work for the position.
 - b. Current system is the Executive Assistant checks Financial Officer/Fire Chief. Reports are posted online for public review. The Board checks Financial Officer/Fire Chief and Executive Assistant. The annual audit checks all the parties. Chief Irons will be brought into the mix soon.

CONSENT CALENDAR ITEMS:

1. August 11, 2026 Regular Board Meeting Minutes
2. Approve Bills and Payables

Director Sowa moved to approve the Consent Calendar as presented; Vice President Dieter seconded. No discussion.

Vote: President Pratt: Yes; Vice President Dieter: Yes; Secretary Boor: Yes; Director Sowa: Yes. Motion carried.

ACTION ITEMS: NONE

FIRE LOSS MANAGEMENT DIVISION REPORT – Fire Marshal Jeremy Gierke

- He has worked on four sets of plans and is testing sites daily.
- AWS has final phases regularly and hydro flushes at the new hotel.
- Three CPR classes held.
- Participated at OCDC Parent Night with the crew, and went to End of Summer event.
- Knox boxes have been installed at the solar farms.

TRAINING DIVISION REPORT – Fire Chief Mike Hughes for Deputy Chief Sam Irons

- Twenty-five team members contributed a total of 241 hours of training in August. Topics included EMS Protocols, Case Reviews, Incident Size Ups, Rope Rescue, Stand Pipes, Alarm Systems, Sprinkler Systems, Engine Company Evolution, Officer Development.
- BFRD gave more mutual aid than was taken. Received one mutual aid from Umatilla County Fire District #1. Please see attached report.

EMS REPORT – Firefighter/Paramedic Levi Renfrew

- There have been 38 EMS calls made up of 22 transports to the ER, 13 refusals, 3 InterFacility Transports.
- New endoscopes have arrived. Training has begun as they automatically record data.

FIRE OFFICER'S REPORT – Firefighter/Paramedic Levi Renfrew

- Since last meeting, 44 calls fire service calls with 19 cancelled.

- During two weekends, the truck displayed the flag for the Bass Tournament.
- Hydrant flow testing continuing for the City. There are about 40 remaining to flow.
- Crews have been on standby at volleyball games. Currently, Izaak is at a game and the ambulance is transporting with two staff.
- Mae L. is still active military with Navy and preparing for the groundbreaking tomorrow.

FINANCIAL REPORTS – Fire Chief Mike Hughes

- The Budget to Actual report was reviewed– Income, Personnel, Expenditures.
- High balance on Capital Outlay-Engine for the water tender. \$10,000 budgeted for this line and already spent \$101,000. Money received from CREZ. A supplemental budget will be done at the end of the fiscal year.
- Tax funds come in November but the ambulance billing and cash carry over being higher than expected in June 2026 eases financial concerns.
- Chief Hughes opened the banking online app. The amount available for expenses equals \$1.6 million. Additionally, half a million dollars is held in the Bond account. Chief Hughes and Board reviewed the layout of finances. President Pratt asked about the Capital One balance.

COMMUNICATIONS :

- SDAO nominations for Awards at the Annual Conference.

PRESENTATIONS/RECOGNITIONS NONE

CONSENSUS ITEM:

The board discussed a donation request from Families First for refrigerators. It was suggested that Good Shepherd may be a more appropriate funding agency.

CLOSED EXECUTIVE SESSION NONE

NEXT MEETING:

Regularly Scheduled Board Meeting: Tuesday, October 13, 2026 at 6:00 p.m.

AJOURNED: 6:27 p.m.

Respectfully submitted by Suzanne Gray

Duration: 00:30:30

Shareable link:

https://us06web.zoom.us/rec/share/EgTRClonpF_AURALWPqQVHaxaMBd3pT1v6grtrSO3dqWLPgVZ80aDcxWvAqpA91_LyI3AWu9rmh0Xgf-

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