



Boardman Fire Rescue District Board of Directors

DRAFT Meeting Minutes

May 11, 2023

Boardman Fire Station 81

300 SW Wilson Lane, Boardman, OR 9781

If requested, Zoom link:

<https://zoom.us/j/9179442009?pwd=Yzk2&HJaSXITUThBbzZWZWM2gyNS9zQT09>

CALL TO ORDER at 6:00 pm by Chair Ken Browne

PLEDGE OF ALLEGIANCE was recited.

PRESENT

Director: Chair Ken Browne, Vice-Chair David Boor, Secretary/Treasurer Lisa Pratt, Donnie Griggs and Loren Dieter

Staff: Chief Mike Hughes, Fire Marshal Marty Broadbent, Lieutenants Sam Irons and Jeremy Gierke, Firefighters: Tim Atkeson; FF/Medic Mark Keith, Medic Del Turner Cole Anderson, Zulema Gaytan, Mark Sowa; Suzanne Gray, Executive Assistant

Volunteers: Katie Sowa, Deena Gallaway, William Harris

Guests: Mike and Mary Sowa, Zibah, Jame, & Leah Sowa, Floyd Anderson, Lizbeth Gaytan, Tess Rehak, Shelby Elliot,

Online: Firefighter Peter Haney, Donna Sherman – MCHD, Sara Bayless – MCHD, Kelly Doherty (36:06)

OPEN TIME FOR PUBLIC EXPRESSION

Tess Rehak stated BFRD has hands-down, phenomenal support from this community.

AGENDA ADJUSTMENTS

1. Chair Browne would like to add discussion about the rescue boat being put into service. Chief Hughes stated that an Action Item would have to be added in the next meeting or a Special Meeting. We can talk about it in this meeting. A full discussion under Director Reports can happen tonight.
2. Loren Dieter suggested moving the awards and presentations before everything else. Chief Hughes explained. Right before Executive Session, the presentations will take place. The families and firefighters can then move to the day room to spend time together.

DIRECTOR REPORTS

1. 911Tatone Fire Station – bi-monthly meeting Tuesdays at 9:00 am
 - a. Loren Dieter deferred to Chief Hughes.
 - b. Today concrete was poured repairing broken concrete in the construction phase. Electrical is being wrapped up inside. Cabinets and countertops are in.
 - c. Chief Hughes stated that June 1st – 3rd move in date is looking good. Tomorrow dirt work will be done by Chief Hughes and B-Shift. Trenches for irrigation lines will begin. The irrigation will be done by BFRD. Once the hydro seed is down and germinates, we'll pass the 1200C Permit and full occupancy will be given.
 - d. No outstanding issues. Hot water system is installed. Laundry room is done. One delay in the EMS room. Stainless-steel countertop is delayed. It could be installed after BFRD is in the building. Everything else is looking good.

DIRECTOR REPORTS CONTINUED



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2. Rescue Boat

- a. Ken Browne would like to get the boat in-service. David Boor would like some numbers to review. The motor manufacture and everything needed to get the boats operational has been quoted \$85,000.00. The boat will be taken to manufacturer to have installation. Motors were in stock two months ago. If needed a deposit from the CREZ fund could get the motors coming.
- b. David Boor wanted to know if people are certified. Chief Hughes responded that there are multiple people trained. David Boor asked about communication with Morrow County Sherriff Office (MCSO). The first thing BFRD did was call MCSO because they have a boat, run a marine program. Chief Hughes told them that BFRD had taken possession of this and would like to work in conjunction with them. They are 100% on board. MCSO will be primarily doing law enforcement while BFRD will assist them by providing rescue support. We'll work together.
- c. Lisa Pratt asked about the price of the boat. It is a FEPP boat free to BFRD. The motors were left in water with the previous department. The motors were not winterized and froze needing replacement.
- d. David Boor asked if the boat would be housed at the marina. Rescue Boat will be housed in the new station in a retrievable mode. BFRD has multiple vehicles to hook up the boat and zip down to the river to deploy. Loren Dieter mentioned that MCSO had trouble keeping their boat clean. MCSO boat is now house in a boat bard.
- e. Lisa Pratt would like a Special Meeting to get the boat up and running as soon as possible. Provide availability for a meeting to Chief Hughes. Ken Browne asked for a quote to be put together. Sam Irons will be in contact with the dealer with this updated discussion.

FIRE CHIEF'S REPORT 12:14

1. Ambulance Transport License
 - a. Morrow County Board of Commissioners gave a letter of support for BFRD. They sent it to Oregon Health Authority (OHA).
 - b. OHA has a process to follow. BFRD will follow their process. BFRD asked OHA about the verification of need that is listed in the OAR. OHA stated a letter from the county government. It can say we need ambulance service, we support ambulance service, or declaration of support.
 - c. BFRD has researched OHA's website. Paramedics have a been going through OHA check sheet to make sure BFRD is hitting all the marks. Licensing should flow pretty easily. The plan is to license three ambulances; two primary and one reserve.
2. Budget Committee meeting
 - a. Meeting is scheduled for May 24, 2023 at 6:00 pm at 300 SW Wilson Lane.
 - b. Public Notice published in Heppner Gazette Times May 10th and 17th.



CONSENT CALENDAR ITEMS

Chair Ken Browne asked if everyone had looked through the minutes (4/13/2023 draft of Regular Board of Directors Meeting) sent out after the packet. Chief Hughes displayed a draft of minutes which have been on the website. This is an opportunity to make any changes to an oversight on our part. Chair Ken Browne asked if everyone had gone over the bills.

Loren Dieter made a motion to approve the consent calendar as presented. David Boor seconded the motion. Ken Browne called for further discussion. With no more discussion, call for a vote. The motion passed 5-0 by those named Loren Dieter, David Boor, Ken Browne, Lisa Pratt, and Donnie Griggs.

ACTION ITEM - NONE

FIRE LOSS MANAGEMENT REPORT - APRIL 2023

1. Testing:
 - a. PDX 111 Hydro zone 14, 15, 5
 - b. PDX 111 Phase 1 final
 - c. PDX 111 Hydro
 - d. PDX 110 Phase 6 final
 - e. PDX 606 Underground fire line
 - f. PDX 178 Underground fire line
 - g. Tidewater Apt. Fire Alarm rough-in Buildings B, C, D, E
2. Inspections:
 - a. Boardman Foods
 - b. Company Level inspection of local businesses.
3. Pub. Ed./CPR:

Crews will continue Public Education. They will be out almost every day with end of school and Farmers Market. You will see the guys out and about.

 - a. "B" Shift participated in Drop Everything And Read (DEAR) program with Sam Boardman Elementary.
 - b. "A" Shift conducted a station tour with 21 preschoolers.
 - c. Two classes with a total of 16 students
4. Fees:
 - a. City of Boardman first quarter Plan Review fee paid \$19,438.
 - b. Bill Lamb Weston East Plant \$500.00.
5. Incident Report
 - a. Two weeks ago, BFRD responded to a grass fire at Fish, Game, and Wildlife Refuge off of Boardman Avenue at 10:00 pm. BFRD caught Talon Davis was arrested for probation violation and cited with reckless burning and trespass by BFRD through Boardman Police Department. Contact with Fish and Game, they



FIRE LOSS MANAGEMENT REPORT CONTINUED

- would like to look into doing more than what BPD did. A thank you to BPD for their help.
- b. Hydrants flush and flow test about to begin. As soon as City of Boardman (COB) provides a water main map. The first hydrants will be on the south side of town. The hydrants will be flushed and marked.
 - c. The last time they were flushed was in 2008. Now an annual program with benefit to COB and BFRD. Ken Browne likes to see BFRD out in the community.

EMS REPORT

1. Paramedic Turner reported 32 EMS calls for service last month. MCHD transported 27. The remainder of calls were lift assists, public service, refusals or stand downs.
2. Training on May 16, 2023 with Medical Director to cover pain management. He is proactive. We get a lot of one-on-one contact with him.
3. Ambulances are in order
 - a. Installed chargers and shavers today.
 - b. Narcotic vaults installed and both are ready to program.
 - c. Most medications are ready including Advance Life Support (ALS) level. Chief Hughes noted that a few medications are on back order nationally.
 - d. Lisa Pratt asked about licensing levels of the ambulances.
 - i. A Basic driving a Medic the ambulance is ALS. There is a report to OHA on levels of staff. A process when a paramedic is paired with a driver. A temporary waiver will be given by OHA in order to fix staffing. BFRD will never be in that situation because every Firefighter is required at minimum to be a Basic EMT. Any volunteer with a Basic EMT can drive.
 - ii. David Boor asked how many on shift. Currently, four assigned on each shift plus Chief Broadbent and Chief Hughes are on duty. Both ambulances can roll simultaneously. Three ambulances can respond when volunteers and callbacks arrive. Callback return to station is probably 90%.
 - iii. Lisa Pratt mentioned running ambulances still allows response to fire calls.
 - e. Clarification: if BFRD signs an MOU with UCFD1 to do interfacility transports, the primary response medic unit is not doing interfacility transports. BFRD's primary medica unit will be in Boardman unless transporting to the hospital.
 - i. Signup sheet filled out in advance for interested qualified employees. BFRD knows who is going and that person is called with details. Staff shows up, takes the ambulance and goes to Good Shepherd Medical Center (GSMC). BFRD is sending one ambulance for a transport. The other one to back up while the primary is transporting to the hospital.



EMS REPORT CONTINUED

- f. Third part, BFRD is required to have Intergovernmental Agreements in place with whoever is providing ambulance service in this county and the neighboring counties. When needed BFRD, will call for help.
- g. If the Medic determines the patient a BLS patient, two EMTs would transport to Good Shepherd Medical Center (GSMC). Medic rides back to station on the engine keeping ALS level in BFRD. The model is very flexible.
- h. Staffing in place to offset costs with Firefighters having EMT through Paramedic certification. Offset costs through billing.
 - i. Generating revenue saves taxpayer money. The purpose of being part of UCFD1's interfacility is to lower taxes to taxpayer. BFRD spends (as an example) \$1 of taxes doing an interfacility transport getting \$10 in return. Eventually, the \$1 tax paid is used less because of the return.
 - ii. People from Morrow County are hospitalized at GSMC. Chief Hughes perceives a lot of interfacility will be used from GSMC to Morrow County.
- i. Clarification: BFRD does not have a contract with GSMC. UCFD1 has exclusive operating rights out of GSMC. GSMC doesn't get a dime from UCFD1. UCFD1 bills the patient for transport. They are recovered that way. Once the patient leaves the hospital, GSMC is no longer making money on that patient.
 - i. Transports to GSMC as closest appropriate hospital. Medic Turner listed options. BFRD may divert to Tri-Cities' stroke or cardiac center. At times, driving in shorter duration than Life Flight to Tri-Cities.
 - ii. BFRD is not based in Pioneer Memorial Hospital's (PMH) zone. BFRD can transport there with no repercussions their reimbursement rate. If a patient isn't required to go to GSMC and want to go to PMH. There is no issue calling the Health District's ambulance to pick up that stable patient. If it's a Critical patient, they are going to GSMC. Transport to the closest appropriate hospital.

FIRE LIEUETENANT REPORT

1. Lt. Sam Irons of A-Shift reported 279 training hours to date. An average of 18 hours per person for the month of April. The average response time from dispatch to enroute is between 45 - 50 seconds. A-Shift ran 121 calls which is over a third of total calls.
2. They are wrapping up business inspections. A few re-inspections are left. Public Education events toward the end of the month. Medic Del and Lt. Irons are working with Life Flight trying to get a helicopter here for training. A couple of outside trainings NFA classes. Firefighter II class will be posted here before summer hits.
3. Ken Browne asked for update on the Tactical Tenders. The recall issue has been resolved. Waiting on the steering box from International. Pump replaced, serviced, and pump inspection completed.



FIRE LIEUETENANT REPORT CONTINUED

4. Buttercreek Station will receive a Tactical Tender with in-service training with volunteers there Monday, May 15th by Lt. Irons. RDO Station will receive a Tactical Tender once the steering box is installed. They will be trained as well.

FINANCIAL REPORTS

1. Budget to Actual for Bond Fund
 - a. Chief Hughes displayed the spreadsheet. The comment “running low on Bond funds” means projects are wrapping up and final payments are expected shortly. BFRD is not looking to go out for another bond. It’s not recommended.
 - b. Lisa Pratt requested information about a bond. The bond money can only be spent on capital improvement. Within the first three years, an agency has to spend 85% of the total bond. If any money left over, BFRD can spend it on capital improvements like buying an apparatus or other assets.
2. Budget to Actual General Fund
 - a. Information has been provided in previous months as to why some areas are a little on the high side. A resolution with line-item transfers will be provided at the next board meeting.
 - b. Rare for an agency to put up budget for all audience members to view. The budget is on the website for all to see. The budget is posted on LB-20 page and LB-31 pages that are also submitted to the county.

COMMUNICATIONS

1. WHA Insurance Insight letter regarding hardening of property values addressed to Ken Browne. Ken Browne asked if the new station is covered. Yes, with a substantial increase in the budget line next fiscal year.
2. Morrow County ASA Committee held four public hearings prior to ASA plan process. At the last hearing in Irrigon, 238 letters of BFRD support were gathered in a few hours and submitted them to the committee. BFRD has a lot of support on what we’ve been doing. Even though we’ve gotten a ton of pushback. Chief Hughes cannot thank this citizen enough. BFRD will continue to fight the good fight. It’s about delivering the best possible service that we can in patient care and firefighting. BFRD is an all-risk district. We’re doing what is right for our district. Marty Broadbent on behalf of all the firefighters appreciate all that Chief Hughes is doing. Taking all the attacks, we proud of Chief Hughes, thank you. Ken Browne thanked all those on the front lines, busting it up. The board appreciates that effort



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PRESENTATIONS/RECOGNITION

Chief Hughes announced the Swearing In of three firefighters.

1. Zulema Gaytan started as a volunteer firefighter attaining her Firefighter I & II certification. She was hired as a Seasonal Firefighter in 2020. In the fall, Firefighter Gaytan was hired as a full-time firefighter. Zulema entered paramedic school and is currently in the middle of paramedic courses. Zulema Gaytan is the first homegrown paramedic.
2. Cole Anderson came from another agency and has yet to change his profile Facebook. He has his FF1, Driver Operator, and Aerial certifications. Cole fit in well with BFRD. When Firefighter Anderson started at BFRD, he lived outside the area. When Chief Hughes called to off him the job, "Wait. I got to stop. Are you serious?" Cole now lives behind Chief Hughes where he can have his eye on him.
3. Mark Sowa came up as a volunteer as well. He was working at Tillamook. Chief Hughes kept begging Firefighter Sowa to join the paid staff for a year. Mark would reply not yet. Firefighter Sowa earned his EMT certification. "I'm almost there Chief, hang tight." When Chief Hughes adjusted the pay scale, we were able to rope him in.
4. Each one of these firefighters went through a year-long probation with testing every 90 days it is a vigorous physical and mental challenge. Chief Hughes is super proud of they all have made it through their probation and now officially sworn in. The Code of Ethics were read by Chief Hughes. Swearing In language recited by firefighters. Chief Hughes invited friends and/or family members to come pin badges.
5. Cookies and lemonade are in the dayroom for audience and staff to enjoy.

CLOSED-DOOR SESSION

1. The regular meeting recessed at 6:49 pm for Executive Session under ORS 192.610 to 192.690 to consult with Jack Caynon concerning the legal rights and duties of a public body with regard to current litigation likely to be filed.
2. Chief Hughes excused the audience. For online people, the Board will return to regular meeting to only to adjourn. No decision will be made. Thank you for attending tonight and stay safe.
3. Regular meeting reconvened at 7:50pm. There was no report from the Executive Session.

NEXT SCHEDULED MEETING

Next Board Meeting is scheduled for Thursday, June 8, 2023 at 6:00 pm.

Special Board meetings are scheduled as needed with a minimum of 48 hours public notice.

Posting on Boardman Fire Rescue website and the post office.

ADJOURNMENT at 7:51 (19:51) pm by Chair Ken Browne.

Respectfully submitted by Suzanne Gray, Executive Assistant