



CALL TO ORDER at 6:00 pm by Chair Lisa Pratt

PLEDGE OF ALLEGIANCE was recited.

PRESENT

Director: Chair Lisa Pratt, Secretary/Treasurer David Boor, Luis Medel Rodriguez, Ken Browne

Staff: Chief Mike Hughes, Training Officer Sam Irons, Lieutenants Jeremy Gillette, Jeremy Gierke, Medic Delbert Turner, Firefighters: Tim Atkeson, Mark Keith, Cole Anderson, Peter Haney, and Mark Sowa; Volunteer Firefighters, Katelynn Sowa, Trinidad Mendoza; and Suzanne Gray, Executive Assistant

Zoom: Vice-Chair Loren Dieter

AGENDA ADJUSTMENTS – NONE

OPEN TIME FOR PUBLIC EXPRESSION - NONE

PRESENTATIONS/RECOGNITIONS

1. Training Officer Sam Irons acknowledged Volunteer Firefighters Katelynn Sowa and Trinidad Mendoza completing Firefighter I Academy earlier today. They each put in about 90 hours in the last month and a half. They dedicated 9-15 hours this week. Lt. Irons presented both certificates of completion.
2. Full Time Staff have been taking classes, completing task books, task performances. Some of these classes require 48 hours or more to complete.
 - a. Mark Sowa has finished these certifications: Wildland, NFPA Fire Service Instructor I, Driver Operator, and HazMat Ops.
 - b. Peter Haney completed his NFPA Apparatus Equipment with Aerial Device, Fire Emergency Instructor I, Firefighter II for Structure.
 - c. Cole Anderson has worked hard completing several classes and Performance tasks. Tonight, he receives Apparatus Equipment with Aerial Device, Firefighter II and Instructor I.
 - d. Devin Pulvino completed Apparatus Equipment with Aerial Device.
 - e. Tim Atkeson completed Fire Officer I and he is eligible for promotion.
 - f. Lt. Irons thanked everyone for their hard work.
3. Chief Hughes noted the importance of continuing to study and improve on the craft. It is more than coming into work, going on calls, and drilling every day. It's about making themselves better firefighters and understanding what is done at BFRD. Chief Hughes is working diligently to fold in an educational incentive.

DIRECTOR REPORTS

1. Lisa Pratt attended the SDAO Board Training yesterday (9/13/2023). The training reviewed a new Ethics law that goes into effect October 1st. Lisa Pratt provided handouts. She recommends the training.



DIRECTOR REPORTS CONTINUED

2. Lisa Pratt will be updating a SDAO 2022 template Board Policy Manual to include the Emergency Preparedness Preparation Guide.
 - a. Discussion regarding a date for a Work Session or Board Retreat to work on the Board Policy and Preparation Guide. Date to be determined.
 - b. SDAO Conference is in Seaside this year in early February.
 - c. Chief Hughes plans for George Dunkel to give a presentation during Board Retreat.

FIRE CHIEF'S REPORT

1. ASA Plan
 - a. New County Administrator plans to send a rough draft next week.
 - b. Comments on the draft are taken until October 4th.
 - c. County Commissioners will then approve by October 18th. If approved, sent to OHA within a week. Once adopted by the County Commissioners then roll into ordinance.
 - d. Unless OHA has corrections, then County Commissioners have to correct and send back to OHA. Once OHA reviews the corrections, sent back to Commissioners. Once adopted, then ASA is rolled into ordinance.
2. Rescue Boat
 - a. Lt. Irons with other crew have taken the rescue boat out on the Columbia River.
 - b. The radar, sonar, radios, life jackets, throw bags and fire pump are installed. The fire pump is a float pump. Six of line staff members are marine certified with the goal of all being certified.
 - c. All surrounding fire districts and MCSO Dispatch know the rescue boat is operational.
3. Vehicles
 - a. Type 6 the red F550 new motor installed and back at Station 81. It is not pressed into service as the long idle times are hard on it. Lt. Irons is driving it on shift to break it in easy.
 - b. Tactical Tender is also back in station as of this morning. C Shift will go through an inspection process and restock it for service.
 - i. Lisa Pratt asked if there is a repair.
 - ii. Lt. Gierke said BME now has an update kit and change in policy to prevent other Tac Tenders burning up.
4. Updates at Station 81
 - a. New tables and chairs expected to be delivered in a week to ten days.
 - b. By October 1st, security fencing will be installed at the property line. People have been wandering across the property. The fence is to protect staff vehicles. The hope is the cameras and this fence will cut down on any negative outcomes.



FIRE CHIEF'S REPORT- CONTINUED

- c. The fence will follow the asphalt line to the east all the way around to Tatone Street. A man gate will be put in near the Dollar General to keep access crew friendly.
 - d. Chief Hughes has been moving dirt on the east side of Station 81. Port of Morrow's help loaning equipment. POM's dirt specialist estimated the time to finish the job to move on with the project.
5. Dedicated EMT at Riverside high school varsity games
- a. Ken Browne wanted to know if BFRD could take an ambulance. School District will not make an agreement with BFRD. Chief Hughes encouraged all to be patient as BFRD is so close now to having an ASA.
 - b. If BFRD received its own ASA, MCHD will receive a service area 72% of the county. BFRD can make all agreements after the ASA is assigned.
 - c. BFRD will start providing care at the games if needed. If transportation is necessary, a bump up of the crew. If no ambulance, dispatch will be notified.
6. No Interest Loan
- a. Currently there is a requirement of all firefighters to have residency in District. Housing costs are out of reach. The requirement may need to be lifted unless a drastic measure is taken.
 - b. Chief Hughes would like the Board to think about a \$50,000 no interest loan paid back in 12-15 years. If the firefighter leaves the organization, the loan is paid back.
 - i. Chief Hughes told Lisa Pratt that an attorney has gone over the plan in his former organization. This was done to keep people in the district.
 - ii. Ken Browne asked if the district would be the lien holder on the property. Chief Hughes said yes. With two or three properties, the employee couldn't leave, quit or be terminated without paying the loan back.
 - iii. Lisa Pratt and Chief Hughes agree that a contract is necessary. What about those who live here now receiving a similar incentive? Firefighter A paid in town but doesn't come in for recall. Firefighter B has overtime premium after 9pm. This increased overtime pay may entice employees to come in at 4am. One shift should not be stacked.
 - iv. Ken Browne asked about the source for the money. Chief Hughes replied out of the budget every year. The Bombing Range Amazon SIP agreement at \$379,000, and part of Amazon's \$30 million originally set aside for the school bond (that did not pass), will be fund BFRD interest free loan program.
 - a) The set aside school bond funds will now be distributed to Special Districts in Morrow County in \$5 million chunks. Sponsoring groups will take \$3 million every time as the standard practice. The remaining \$2 million will be for the rest of us (Special Districts).
 - b) Schools are not part of the \$5 million chunks. Schools have a right to the money. They are being cut out of it on purpose. Any funding over their



FIRE CHIEF'S REPORT- CONTINUE

- 15%, the state takes. If the schools are paid x amount of money. The state takes that money from the school district to distribute it to other schools in the state. The last thing CREZ wants to do is fund other schools in the state. They are working on other ways to fund Morrow County schools.
- c) BFRD will end up with an additional \$1 million to \$1.2 million from Amazon. Monies will be directed to housing incentives, education incentives. Another BFRD goal is not to just match UCFD#1 but be ahead of UCFD#1's compensation package to attract and retain employees.
7. 300 Wilson Station
- a. The offices are being cleaned out. An exterminator has been called in for mice infestation. The goal is to grow our own. BFRD wants employees to live here and go on calls.
 - b. As soon as a room is ready with a bed, a police officer is moving in. One Boardman hired police officer lives in Heppner. His older brother is a deputy with MCSO. He starts police academy in December 2023. He is currently in his F-Temp Program with his Field Training Officer.
 - c. Lisa Pratt asked about lease for the interns. Chief Hughes said yes there is a \$5 per week signed lease. With a lease, BFRD has the legal authority to evict if needed.
 - d. Full time hired employees are not eligible to rent a room for \$5 per week. The program is for student/interns.

CONSENT CALENDAR ITEMS

Chair Lisa Pratt asked if everyone had read through the 8/10/2023 draft of Regular Board of Directors Meeting minutes.

1. Chief Hughes displayed the Bond Register. Bond fund is wrapping up with BFRD still holding \$325,000 until Kirby Nagelhout Construction Company finishes.
 - a. The generator is here to be installed 9/25/2023.
 - b. Two contractors bid on expanding the parking lot; Granite and Silver Creek. Silver Creek worked on the library's parking lot.
 - c. The Tap Out system will be finished the week of 9/25/2023 as well.
 - d. The compressor is too big for BFRD needs. They chose a compressor meant for a shop where it would run all day long with multiple tools attached. BFRD has to turn it off because it is too big. Chief is waiting for the Port's compressor to die so BFRD can sell them this compressor. Then BFRD can get a normal compressor.
2. General Register displayed for transparency purposes.



CONSENT CALENDAR ITEMS CONTINUED

Ken Browne made a motion to approve the consent calendar as presented. David Boor seconded the motion. Chair Lisa Pratt asked if any further discussion, hearing none she called for a vote. The motion passed 5-0 by those named Ken Browne, David Boor, Lisa Pratt, Luis Medel Rodriguez and Loren Dieter.

ACTION ITEMS

- 1) Request approval to remount ambulance 12-1, cost \$110,000.00.
 - a) Spend up to \$110,000 of the \$379, 000 provided by Amazon Bombing Range site to remount one of BFRD ambulances. Remounting means to take the current box and put it on a new chassis. As a reminder, BFRD has three new chassis; one for Type 6 and two for ambulances. A brand-new ambulance off the floor would cost \$325,000. Remount is looking at \$170,000 when done. The boxes are in phenomenal shape.
 - i. A loaner ambulance is included in the price. BFRD would have to license loaner with the State of Oregon. April 2024 is the earliest appointment for the remount. Chief Hughes is asking today for up to \$110,000. If the Board says yes, a check for half of the amount will be sent to hold BFRD spot in Nevada.
 - ii. As a reminder, the ambulances are 2012 and 2011 both have about 85,000 miles came from New Mexico. Frontline units running a ton of calls. Originally expected to be second out all this time.
 - iii. If Board gives permission and then BFRD is not part of the ASA, no money will be spent. This is part of the process and the remount company is clear on it.
 - (a) Hypothetical with Ken Browne, let's say MCHD decides not to run ambulance at all in this county. By the ordinance, they have to leave the assets in place for up to six months. If BFRD ran the whole county, there would be no need to rush out and buy ambulances.
 - (b) BFRD ambulances are being built for Firefighter/Medics which have SCBA bottles. MCHD ambulances are not designed for the bottles. There is a plan in place for others decisions.
 - b) Ken Browne is super good with this plan as it has always been the plan. As soon as the first ambulance in line for remount, Chief will put our name in for the second one to be done. Chief will come back and ask that the other chassis be remounted. The staggard timing will keep from having all the units out at the same time. Lisa Pratt asked if BFRD would have five or three ambulances. Chief Hughes replied three ambulances with older chassis each worth \$20-30,000. BFRD would sell the older ones. The chassis are in Salem, Oregon. A hefty check is expected in amount \$210,000 for three chassis.
 - c) Ken Browne made a motion to approve remount of apparatus 12-1 in the amount of \$110,000. David Boor seconded the motion.



ACTION ITEMS CONTINUED

- i. Discussion: David Boor reviewed that \$170,000 into them. BFRD could sell the remounted units for \$225-250,000. BFRD is not going backwards. BFRD is looking ahead by spending the money we have. While Chief Hughes is here, no operating loan will be requested.
- ii. Lisa Pratt asked for information on the white ambulance. It is the third out. After the two remounts and older chassis being sold, BFRD may consider buying an upgraded used one. Run it for a few years and either sell it or remount it. As a 1998 vehicle including the box, it is not a good choice for remount process. The plan is to buy a replacement in two years. Industry standard is to purchase new ambulance every three to five years.
- d) Lisa Pratt called for a vote. The motion passed 5-0 by those named Ken Browne, David Boor, Loren Dieter, Lisa Pratt, and Luis Medel Rodriguez.

FIRE LOSS MANAGEMENT REPORT - AUGUST 2023

1. Testing/Inspections:
 - a. PGE Carty Hydro
 - b. PDX 606 Underground hydro
 - c. PDX 110 Phase 12 (building final)
 - d. PDX 111 Phase 5
 - e. Tide Water Building 6 hydro
 - f. Tide Water Building 6 Fire Alarm cover inspection
 - g. Migrant Head Start Fire Alarm test
2. Plan Reviews
 - a. PDX 179 Fire Sprinklers
3. Pub. Education
 - a. CPR 3 classes with 20 students with more classes coming up. There were four classes this week. BFRD is really showing the community we are there for them.
 - b. Community Night Out
4. IGA with Boardman Fire and the City of Boardman for all Fire and Life Safety Plan Reviews in Morrow and Gilliam counties.
5. Lisa Pratt asked if there were a lot of False Alarms. The response was it depends. Olan Spice had six in a row the past month. Explained the company is charged \$500 after the first two. The false alarm provides an opportunity to educate, discuss options to the fee such as a Fire Watch. Some are not the fault of people. Amazon facilities have sensitive air intake.
6. Lisa Pratt mentioned moving the Open Burn Ban being extended last year. BFRD has the ban in place until October first. Office of the State Fire Marshal (OSFM) has been talking about extending to October 15th statewide. Unless OSFM sends something in writing, the current burn ban is until October 1st.



TRAINING OFFICER REPORT

1. Lt. Sam Irons reported two Probationary Firefighter test administered in August. One six-month test and one three-month test. Both individuals passed.
2. In August 19 team members, volunteers and full-time staff, contributed a total of 259 hours of training.
 - a. Topics of training for the month included EMS Protocol Review, Epinephrine Drips, Drowning Victim care, SCBA knowledge and skills, Engine Company Evolutions, UAS Training, EVOC, Ground Ladders, SAR, Forceable Entry, and one Live Fire Prescribed Burn.
3. Firefighter I Academy is going smoothly. Three recruits dedicate between 9-15 hours a week. Academy started on August 7th. The lecture and classroom portion are complete this evening. Skills days start the weekend of September 15th. After the skills days are completed there will be final written and task performance tests.

EMS REPORT

1. Chief Hughes introduced Lt. Jeremy Gillette to the Board of Directors. Lt. Gillette is a firefighter/paramedic. Chief Hughes is putting Lt. Gillette on the spot and asked to present both the EMS and Fire report.
2. Lt. Jeremy Gillette reported statistics for the past month 88 Fire & EMS calls for service. Transported patients by MCHD totaled 19. On the ground, there are not any problems with the other crews. The turmoil at the upper deck is translate to problems between the crews or patient care. Community efforts are positive as far as he has seen.
3. Amazon awarded a \$50,000 grant for an auto-loader.

FIRE LIEUETENANT REPORT

1. Lt. Jeremy Gillette stated there have been false alarms at PDX sites with the high amount of ambient smoke in the air.
2. Training on shift with Training Officer Sam Irons is extensive and through.
3. Hydrant testing is 50-60% done. The main part of the city is done.
4. Hose testing will begin next month.

FINANCIAL REPORTS

1. Budget to Actual for General Fund
 - a. Chief Hughes stated Workers Compensation is an annual payment and 100% paid. Office Supply line includes purchase of an Owl.
 - b. Chief Hughes explained that the boat motor cost of \$53,000 in Rescue Ops line will be adjusted. It was noted that Firefighter Mark Sowa has been using the drone. The drone is a huge asset.



Boardman Fire Rescue District Board of Directors
DRAFT Meeting Minutes
September 14, 2023
Boardman Fire Station 81
911 SW Tatone Street – POB 2, Boardman, OR 97818

FINANCIAL REPORTS CONTINUE

- c. Ken Browne asked if the Dispatch fee is annual. Yes, Chief Hughes budgeted \$12,800 and paid out \$7,300. BFRD has never had an IGA with the Sheriff's Department for dispatching. One is in place now.
 - i. Chief Hughes said most agencies are charged for each call. He budgeted \$10 per call in the call volume to arrive at \$12,800. Morrow Co Sheriff's Office (MCSO) figures a percentage rate which was advantageous for BFRD.
 - ii. MCSO charges Morrow Co Health District (MCHD) and BFRD both for same incident as dispatching two calls on two different channels. As long as MCSO doesn't charge by pieces of equipment on scene, Chief Hughes finds the charges acceptable.
 - iii. The IGA is in place until one party proposes to alter it. There is no time limit on the IGA.

COMMUNICATIONS

Oregon Fire District Directors Association sent the Communique magazine.

CLOSED-DOOR SESSION

Pursuant to Oregon State Executive Session ORS 192.610 to 192.690 192.660 2

Recessed regular meeting at 6:57 pm

Nothing to report from the Executive Session.

Reconvene regular meeting at 7:04 pm

NEXT SCHEDULED MEETING

Next Board Meeting is scheduled for Thursday, October 12, 2023 at 6:00 pm at 911 Tatone Street, Boardman, Oregon.

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 7:04 (19:04) pm by Chair Lisa Pratt.

Respectfully submitted by Suzanne Gray, Executive Assistant