



Boardman Fire Rescue District Board of Directors
DRAFT Meeting Minutes
July 13, 2023
Boardman Fire Station 81
911 SW Tatone Street – POB 2, Boardman, OR 97818
If requested, Zoom link:
<https://zoom.us/j/9179442009?pwd=Yzk2&HJaSXITUThBbzZWM2gyNS9zQT09>

CALL TO ORDER at 6:00 pm by Vice-Chair David Boor
PLEDGE OF ALLEGIANCE was recited.

PRESENT

Director: Chair Ken Browne (6:01 pm), Vice-Chair David Boor, and Secretary/Treasurer Lisa Pratt and Loren Dieter

Staff: Chief Mike Hughes, Lieutenant Jeremy Gierke, Firefighters: Cole Anderson, Mark Sowa, Tamara Beardsley; Suzanne Gray, Executive Assistant

Absent: Director Donnie Griggs*

Chief Hughes announced at 4:45 pm Director Donnie Griggs resigned* from the Boardman Fire District because he no longer lives in the Fire District. Chief Hughes will place a notice in the paper and Facebook regarding a search of fifth director with interview in open session at next board meeting. Interested parties are to submit a letter of interest. Appointment for the rest of the vacant term which is two years.

SWEARING INTO OFFICE –

Chief Hughes conducted the Swearing In of both David Boor and Loren Dieter from the results of the May election.

OPEN TIME FOR PUBLIC EXPRESSION -NONE

AGENDA ADJUSTMENTS

ELECT NEW BOARD OFFICERS FOR 2023-2024

David Boor nominated Lisa Pratt for Board Chair. Loren Dieter seconded the nomination. Ken Brown called for a vote. The nomination passed 4-0 by those named Ken Browne, Loren Dieter, David Brown and Lisa Pratt.

Ken Browne nominated Loren Dieter for Board Vice-Chair. Lisa Pratt seconds the nomination. The nomination passed by 4-0 by those named Ken Browne, David Boor, Lisa Pratt, and Loren Dieter.

Ken Browne nominated David Boor for Board Secretary/Treasurer. Loren Dieter seconded the nomination. The nomination passed 3-1 by those in favor Ken Browne, Loren Dieter, and Lisa Pratt with one opposed named David Boor.

PRESENTATION/RECOGNITION

Chief Hughes introduced Tamara Beardsley as a newly hired paramedic/firefighter. She worked at Morrow County Sherriff Office on patrol. Well educated and experience, Tamara's first shift was July 3rd with C- Shift. A couple of wildfires on the first day.

DIRECTOR REPORTS

1. Station 81 is wrapped up. No active Board committees at this time.



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- a. Ken Browne thanked Chief Hughes for all his efforts and even bringing personal equipment to work on the building. Chief Hughes passed the thanks to all three shifts.
2. David Boor stated that the 4th of July Open House went really well.
 - a. Chief agreed and stated this will be an annual event. Over 400 guests attended enjoying hot dogs and hamburgers. Next year the hours may be 12-2 pm. The cost is minimal with donations.
 - b. Directly after the parade, get a bite to eat, head to the marina to enjoy festivities.
3. Lisa Pratt talked with a couple staff. Dedicate a portion of the building after Chief Hughes with a plaque. Chief Hughes was speechless. He has a contact for a plaque to put in the vestibule.

FIRE CHIEF'S REPORT

1. Ambulance Transport License.
 - a. At 3:45 pm this afternoon, Chief Hughes received the Ambulance Transport License. A copy was forwarded to the County to get BFRD onto the ASA committee.
 - b. Once BFRD has an ASA, the plan is to hire two more Firefighter/Paramedics. BFRD will start transporting immediately.
 - c. Chief Hughes asked UCFD#1 for a Memorandum of Understanding (MOU).
 - i. UCFD#1 Chief instructed Chief Hughes to call Good Shepherd Medical Center (GSMC) to get on the call list. UCFD#1 has the first right of refusal between UCFD#1 and GSMC. BFRD does not have to be tied to UCFD#1.
 - ii. Add agency name and number to GSMC as an interested interagency transport.
 - iii. Technically, yes BFRD can respond in district. Chief Hughes wants to stay clean with Morrow County. Transporting outside of Morrow County doing inter-facility transports is not an issue. Operating in the county will happen when BFRD is part of ASA. BFRD won't show up in an ambulance until the ASA is clear.
 - d. Get through this piece in about six weeks. The Emergency Manger gave Chief Hughes a map showing four ASA areas in the county. According to County Officials, Morrow County Health District stated they will not provide ambulance service if the division happens.
2. Rescue Boat
 - a. The boat is in Seattle, WA. The boat has motors and wiring completed. The repair business is waiting for used or new propellers. Delivery expected in four weeks.
 - b. Marine training will move forward when the boat is back in district.



FIRE CHIEF'S REPORT- CONTINUED

3. Vehicles

- a. Type 6 also called a Range Truck, two-person wildland vehicle blew the engine. Discussing with mechanics including Mr. Browne, the truck itself has low mileage. Replacing the vehicle would be expensive. The plan is to put another motor in it.
- b. Chassis ordered will be delivered next month. The Type 6 will be built with one of those. Once complete it will go to a substation replacing the 1989 truck given to us by PGE. BFRD will then surplus out the 1989.
- c. Tamara's first shift, BFRD was on a wildfire. A group of civilians were going to be burned over because their car was stuck in middle of the wildfire that they started. Crews put out the fire. Firefighters were reeling in the hard line. The chain broke. Lt Gierke jumped up to address the chain in order to continue fighting fire. The chain hit a clinoid or connector which shorted out starting a fire in the apparatus.
 - i. While BME was driving it to mechanic's shop, it caught fire again. This killed everything that was still working. BME took it by a Low Boy to their shop. The apparatus will be gone for rest of the year. BME has to take the body and cab off and rewire the whole thing.
 - ii. Two other Tactical Tenders were at substations but have been reassigned to Station 81. One interface engine prepared for out of county mobilizations is at Butter Creek station.
 - iii. When Tactical Tenders are not on fire, they are awesome, versatile, and can go everywhere.
 - iv. Of the three chassis, one is for the Type 6. BFRD anticipates using the other two for remounting the current ambulance boxes.
 - a) Chief Hughes is checking prices. While one chassis is being worked on, asking to lease back another until remount is finished. Sixty percent of the cost of a new ambulance will be saved by remounting.
 - b) A new ambulance cost \$350,000; remount \$100,000.
 - c) The two ambulances were made in 2011 and 2012. The boxes are identical and currently on Dodge chassis.
 - d) Remount at 100,000 miles.
 - v. Blowing the Ford engine was partly due to starting the diesel engine without enough warm up time before driving.

4. Station 81 items

- a. Some of the things the construction company was slated to do, BFRD is doing to save money. BFRD has ordered the following.
 - i. Blinds should be installed in three weeks.



FIRE CHIEF'S REPORT- CONTINUED

- ii. Check for the chairs are ready for signature tonight. New chairs and tables for the dining room and community room. Ordered the same as the Port of Morrow. They are expensive but have lasted 12-14 years. Chief Hughes hopes they last at least that long and be a good asset.
 - iii. The kitchen table is being made and expected to arrive in a couple weeks.
 - b. Grass came up. Chief Hughes is mowing St. 81 lawn for the first time on July 14th following Port Landscaper Brian directions.
 - c. Bigger checks will be coming from Boardman Fire instead of the construction company. BFRD is saving by not using construction sources.
 - i. Construction company is still working on the Tap Out system. BFRD has \$325,000 of theirs until BFRD is 100% satisfied with everything. They are motivated to finishing the last projects.
 - ii. Generator to be delivered in November 2023. City of Boardman has loaned a manual one to BFRD. The power went out the other day and it worked well.
 - d. Tillamook donated office desks and a credenza valued at \$30,000. There are still financial and personnel files to move over.
 - e. Big groups like Lamb Weston usually have 30-40 in attendance. At Station 81, there is only one accessible bathroom. A line forms during breaks at CPR classes. The large groups will probably be at the 300 Wilson building with better parking and multiple of bathrooms. Another disappointment with the architects knowing classes of 40 people would be happening and didn't plan more restrooms.
- 5. Recent additions to staff
 - a. Tamara Beardsley was hired as a firefighter/paramedic.
 - b. Jeremy Gillette was hired as a Lieutenant/paramedic with 27 years of experience with lots of education. He came to BFRD from UCFD1.
 - c. Sam Irons moved to Training Officer position. BFRD strives for consistency in training. Now an officer in place. An additional staff member on days. Sam Irons and Chief Hughes will jump on the ambulance as needed making the deployment more fluid.
 - d. Staffing levels are now four on shift including Zulema Gaytan. Zulema Gaytan is doing her field internship in Astoria.
 - e. Lisa Pratt would like to have an appreciation BBQ dinner for the crews to include spouses, kids, volunteers. Chief Hughes will help coordinate with an estimated number of 45.



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CONSENT CALENDAR ITEMS

Chair Lisa Pratt asked if everyone had looked through the 6/8/2023 draft of Regular Board of Directors Meeting minutes. Chief Hughes displayed the June 8, 2023 minutes, Bond register June 1 – June 30, 2023, and General register June 1 – July 12, 2023.

CONSENT CALENDAR ITEMS CONTINUED

Bond Fund has a balance of about \$240,000 after tonight. The figure does not include what BFRD held back \$325,000 plus change for the construction company. Chief Hughes plans to take \$210,000 of the \$240,000 for the chassis. The high yield account with the State Treasurer Local Government Investment Pool will be closed. The remainder will be moved into the General Fund.

General Fund Register dated June 1 – July 12, 2023 was displayed by Chief Hughes.

Chief Hughes shared Special Districts wanted a different attorney on MCHD lawsuit. Current attorney has been on the case for two years. Why would SDAO/BFRD start over with a new attorney? SDAO agreed. SDAO is now paying attorney fees. When the threat was coming, BFRD gave SDAO a heads up.

The Writ was turned in. Everything that Chief Hughes knows, they have not responded. The Writ has showed how wrong MCHD accusations are. Hopefully the courts will drop the whole thing. The legal process is slow. Lisa Pratt stated that Emily Temple recused herself. MCHD is reportedly going for a levy in November of 2023.

Ken Browne made a motion to approve the consent calendar as presented. David Boor seconded the motion. Chair Lisa Pratt called for a vote. The motion passed 4-0 by those named Ken Browne, David Boor, Lisa Pratt, and Loren Dieter.

ACTION ITEM

1. Request approval of Resolution 07-13-1-2023 Line-Item Adjustment
 - a. Annual Line-Item Adjustment to balance each line in the Fiscal Year 2022-23.
 - b. David Boor made a motion to adopt Resolution 07-13-1-2023 as presented. Ken Browne seconded the motion. Lisa Pratt called for a vote. The motion passed 4-0 by those named David Boor, Ken Browne, Lisa Pratt, and Loren Dieter.

FIRE LOSS MANAGEMENT REPORT - JUNE 2023

1. Chief Hughes presented the information as Fire Marshal Broadbent was on vacation.
2. Testing:
 - a. PDX 110 Phase 9,10,3



3. FIRE LOSS MANAGEMENT REPORT - CONTINUED

- a. PDX 111 Phase 3
- b. PGE Carty Underground fire line
- c. PDX 178 Underground fire line
- d. Tidewater Building 5 hydro
- 4. Plan Reviews
 - a. PDX 178 Security Building Fire Alarms
 - b. PDX 178 Main Building Fire Alarms
- 5. Pub. Education
 - a. End of School Safety Day
 - b. CPR 4 classes with 40 students –classes have been at St. 81 because smaller groups.
- 6. Inspections - Fireworks stand
- 7. Hydrants - met with City of Boardman about Mobil GIS Mapping System.
- 8. Chief Hughes informed the Board of Directors of additional information.
 - a. BFRD talked with construction company at Carty about being in line with their safety set up and ensuring a water supply while under construction.
 - b. The flushing hydrants program has begun at new houses off of River Ridge.
 - c. Fire Loss Management Bureau costs BFRD \$140,000 a year for that position (salary/benefits) including Public Education materials. The Fire Loss Management brings in \$170,000 through fees collected. Don't be surprised if in the next 12-18 months BFRD asks for a part time inspector. Kudos to Fire Loss Management.

FINANCIAL REPORTS

- 1. Budget to Actual for General Fund
Since the Board adopted a resolution that balanced all the line items in Fiscal Year 2022-23, no need to spend a lot of time on this.

COMMUNICATIONS 7-3-23 Chamber Ribbon Cutting Ceremony & presented flowers.

EMS REPORT

No report given, paramedic on medical emergency incident.

FIRE LIEUTENANT REPORT

No report given, officer on medical emergency incident.



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CLOSED-DOOR SESSION – Pursuant to Oregon State Executive Session ORS 192.610. to 192.690
ORS 192-660 (2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Recess the regular Board of Directors meeting to enter into Executive Session at 6:47 pm.

Reconvene the regular Board of Directors meeting at 7:31 pm

REPORT OUT ON CLOSED-DOOR SESSION – NONE as it was employment issue.

NEXT SCHEDULED MEETING

Next Board Meeting is scheduled for Thursday, August 10, 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 7:31 (18:54) pm by Chair Lisa Pratt.

Respectfully submitted by Suzanne Gray, Executive Assistant