



Boardman Fire Rescue District Board of Directors
Meeting Minutes
July 11, 2024
Boardman Fire Station 81
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: 7:00 p.m.

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter, Directors David Boor (via Zoom) and Luis Medel Rodriguez
Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent
Excused: Director Ken Browne

PUBLIC COMMENT: None

AGENDA ADJUSTMENTS: None

DIRECTOR REPORTS

President Pratt asked Board members to please sign-up for the Special Districts Association of Oregon meeting on August 8th at the Port of Morrow.

FIRE CHIEF'S REPORT – Chief Mike Hughes

1. Ambulance Service Area Plan (ASA): Morrow County awarded the following – Northern ASA to BFRD. North East and Southern ASAs to Morrow County Health District (MCHD). Chief Hughes said he was not aware of the status of the County's contract negotiations with MCHD but he anticipated BFRD's contract to be signed at the August 17th meeting of the Board of Commissioners (BOC). Upon the effective date of the contract with the County, the contract for interim services will be amended to remove Boardman. The County asked BFRD to continue to provide interim ambulance services to the other areas until mid-August.
2. District Information: BFRD's boat, which was falsely called "illegal" on social media, has performed five rescues in the last two months. Staff trainings have taken place using the boat, as well. The boat was very popular on the Fourth of July, as illustrated by the 22 rides provided to members of the public.
3. Drone: Firefighter II/EMT Mark Sowa displayed the recently purchased drone. He said the advantages over the previous drone included a night vision camera; the ability to see in dim light; built-in collision avoidance; twice the flight time; and the batteries cost half as much. The company designed it with first responders in mind, such as the ability to fly search grids automatically, which also allows a command station to see what the drone sees during search and rescues; it can fly over wildfires to look for hot spots and keep firefighters safe; and has a 12-mile transmission range. Chief Hughes mentioned the need to inform incident managers that the drone flies a set grid pattern and doesn't hop around to different areas because doing so can lead to areas being missed. BFRD's drone operator reports solely to the incident commander, he added. Vice President Dieter suggested these things be brought up at meetings with law enforcement personnel, adding a short presentation/demonstration could be beneficial.

CONSENT CALENDAR ITEMS

1. June 3, 2024 Budget Committee Meeting Minutes
2. June 13, 2024 Regular Board Meeting Minutes
3. Approve Bills and Payables

Vice President Dieter moved to approve the Consent Calendar; Director Rodriguez seconded. Motion carried by those named – President Pratt, Vice President Dieter, Directors Boor and Rodriguez.

ACTION ITEMS

1. Audit Action Plan: Chief Hughes explained any recommendations resulting from an audit need to be addressed in open session and include a plan for correction. The audit recommendation was to have more people involved in financial processes, as well as more separation of those people. The current process involves both the Chief and the Executive Assistant. However, since BFRD is such a small organization, the auditor recommended “no change.” Chief Hughes asked the Board to consider approving the “no change” recommendation. Discussion.

Director Rodriguez moved to accept the no change recommendation for the Audit Action Plan; Vice President Dieter seconded. Discussion: none. Motion carried by those named – President Pratt, Vice President Dieter, Directors Boor and Rodriguez.

2. Resolution Number 07-11-1-2024: Chief Hughes said this was the annual resolution for line-item transfers. It also included the Supplemental Budget items from Resolution Number 06-13-3-2024, which was needed after BFRD began providing countywide ambulance services on an interim basis.

Vice President Dieter moved to adopt Resolution Number 07-11-1-2024: In the Matter of Adjusting Line Items to Expenditures in the Fiscal Year Ending June 30, 2024; Director Rodriguez seconded. Discussion: Chair Pratt added for clarification that Boardman Fire District tax revenue was not being spent in Irrigon or south County. Chief Hughes further explained that during the June 3rd Budget Meeting, each area receiving interim ambulance service outside BFRD’s district was lined out individually, and BFRD was being paid by the County to provide interim service in Irrigon and south County. Motion carried by those named – President Pratt, Vice President Dieter, Directors Boor and Rodriguez.

3. ASA Contract – Chief Hughes said he hoped to have the contract for this meeting but that was not the case. He requested authorization to sign the contract on behalf of the District so it can go to the next BOC meeting. He noted the only change since the presentation to the BOC was for the allowance of quarterly payments.

Vice President Dieter moved to authorize Chief Hughes to sign the ASA contract with Morrow County; Director Rodriguez seconded. Discussion: none. Motion carried by those named – President Pratt, Vice President Dieter, Directors Boor and Rodriguez.

FIRE LOSS MANAGEMENT REPORT – Fire Marshal Marty Broadbent

Fire Marshal Broadbent said activities continue regarding Testing/Inspections of Amazon sites, and a youth crisis center that is currently being framed up. The City of Boardman has been happy with the progress on testing fire hydrants, he added.

TRAINING DIVISION REPORT – Lt. Sam Irons, Training Officer

Lt. Irons reported 276 hours of training during June by 22 team members. Those hours included participating in the Wildland Academy by two seasonal firefighters. BFRD's Medical Director met with staff via Zoom to discuss several topics including mental status, cardiology issues, and heat-related illnesses since it is the summer season. Three CPR classes were offered to 16 students; and a portable fire extinguisher class was taught to eight students.

EMS REPORT – Firefighter/Paramedic Charles Hert

Firefighter/Paramedic Hert's report included an update on adjustments in shift schedules to cover service countywide. He also talked about the heat emergency trainings by the Medical Director.

FIRE LIEUTENANT'S REPORT – Lt./EMT Ethan Salata

Lt. Salata said the fire hydrant testing for the City has been a large project. Staff members have also been working to stay ahead of the wildland season. Chief Hughes reported 984 calls so far this year, compared to just over 1,000 for all of last year.

FINANCIAL REPORTS – Chief Hughes

Brief discussion took place on the money the County owes BFRD for interim ambulance services (just under \$500,000). Chief Hughes stressed once again, the current fiscal year budget included many new line-items that separated out each service area's Personnel Services, Materials & Services, etc.

COMMUNICATIONS – Suzanne Gray, Executive Assistant

Regarding Best Practices, Ms. Gray said there were issues with the trainings, so they should be out later this month.

PRESENTATIONS/RECOGNITIONS – None

Chief Hughes said a few recognitions are yet to be scheduled due to staff working across the entire County now. He said he and the Board haven't forgotten about them.

President Pratt said, like last year, the Board wanted to provide dinner on August 23rd – First Responder Recognition Night. Chief Hughes suggested a department photo be taken that same night.

President Pratt took the opportunity to convey to all staff members how proud she and the Board were of all of them, especially given the amount of hostility they've encountered in the County in the last few months. She said BFRD's staff have stepped up and gone above and beyond. There are constant trainings going on now and the amount of professionalism is unbelievable. She continued by saying all staff members can hold their heads up high. Vice President Dieter said he concurred. (Applause from the Board, Administrative staff and audience.) President Pratt said Chief Hughes had a vision for this agency when he arrived in March 2020 and while that was a crazy year, look where we are now. Chief Hughes said the community deserved a full-time, professional organization and that's why he keeps pushing.

CLOSED DOOR SESSION – None

NEXT MEETING – Thursday, August 8th, 7:00 p.m.

ADJOURNED: 7:36 p.m.