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Boardman Fire Rescue District Board of Directors  
Meeting Minutes  
April 14, 2026  
Boardman Fire Station 81  
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

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

**PRESENT**

Directors: President Lisa Pratt, Vice President Loren Dieter (6:01 p.m.), Directors Mike Sowa and James Ratzlaff  
Absent: Director David Boor  
Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Company Officer Ethan Salata (6:14 p.m.), Paramedic Tim Atkeson  
Via Zoom: Battalion Chief/Training Officer Sam Irons  
Audience: Brandon Hammond, Boardman City Manager

**PUBLIC COMMENT:** None

**AGENDA ADJUSTMENTS:** None

**DIRECTOR REPORTS**

1. Special District Association of Oregon (SDAO) Training Regional Training: Chief Hughes noted to the Board that the required Public Meeting Law Training Course is offered in Pendleton, Oregon today and tomorrow April 14 & 15, 2026.

**FIRE CHIEF'S REPORT** – Chief Hughes

1. Columbia Development Authority (CDA) Land: No progress on this topic. Casey Zellars is the interim Fire Chief at Irrigon. Boardman Fire Rescue District (BFRD) is providing Incident Command for Irrigon Rural Fire Protection District (IRFPD). BFRD agreed to mediation but no further information is available.
2. New Ambulance: The vehicle is done and ready to ship to BFRD. Once the 2013 Ford ambulance is sent to Global Emergency Vehicle, a credit of \$6,800 will be applied to the new ambulance. BFRD will have four identical Dodge four-wheel drive ambulances. When the newest ambulance is stocked and licensed through the State, it will be front line until mileage is similar to the other two. Then the ambulances will be rotated every month. A replacement of an ambulance is expected in four years depending on call volume. The 2016 is the oldest ambulance. A possible remount is scheduled in two years. The 1999 Ford ambulance was sold.
3. Future Fire Station, Airport Road & Helipad: The burn boxes will be moved within thirty days to the future fire station location on Airport Road. Training exercises will take place here. The helipad should be completed by the end of summer. McCormack is providing in-kind donations through contractors. Tess Ann has connections with concrete finishing contractors. The lighting is the most expensive part of the project.
4. Next month's Board of Director's meeting, Chief Hughes will be at the Oregon Fire Chiefs Association conference. Battalion Chief Sam Irons will be managing the May 12<sup>th</sup> meeting. Chief Hughes will Zoom it provide the financial report. Austen Alder and Justice Watson will be sworn in May 12<sup>th</sup> since they have completed probationary testing.

## **CONSENT CALENDAR ITEMS**

1. March 10, 2026 Regular Board Meeting Minutes
2. Approve Bills and Payables

Vice President Dieter: moved to approve the Consent Calendar, as presented; Director Sowa seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

## **ACTION ITEMS**

1. Request adoption of Resolution 4-12-1-2026 Vegetation Management.

Chief Hughes said the resolution is in partnership with the City of Boardman and is for property only within the city limits. The City gathered a committee for input to reduce the fire load all year and especially during fire season. The resolution addresses unmanicured pockets of vegetation in the City limits whoever the landowner. The document was vetted by the City attorney. Vegetation Management Resolution was developed by the of work of the city council, committee, city manager, and city attorney. BFRD is aligned with City's Resolution.

Director Sowa moved to adopt Resolution 04-12-1-2026 Vegetation Management. Director Ratzlaff seconded. Discussion followed.

Chief Hughes stated that the City of Boardman had already adopted ordinance. BFRD passing a resolution gives the District authority to adopt the ordinance. The Fire Marshal can enforce and is backed by the Fire Code. Interact/enforce with County. Neglecting the Vegetation Management is a big threat to the city.

Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

## **FIRE LOSS MANAGEMENT DIVISION REPORT – Fire Marshal Marty Broadbent**

- Reviewing plans for Port of Morrow, data center PDX 202 and Urgent Care building.
- Testing and Inspection for twenty sites listed in the attached report.
- Twelve students in CPR classes and six instructors CPR class conducted in March.

## **TRAINING DIVISION REPORT – Battalion Chief/Training Officer Sam Irons**

- Twenty-five team members contributed a total of 297 hours of training for the month of March.
- Training included EMS Protocols, Trauma Scenarios, Engine Company Evolutions, Business Inspections, BLS CPR, Multi-Company Evolutions, Physical Agility Test, F.L.A.G, Hose Loads, Pumper Operator. Hours will be increasing with Wildland recerts.
- Community training at RHS Fire Extinguisher courses with 51 shop students.
- The Mutual Aid Report was reviewed one received and aid given three times.
- Battalion Chief Sam Irons has been riding with the shifts and will continue.
- Next week Firefighter Mark Sowa will be teaching CPR to senior students Monday through Thursday. BFRD will be donating the cost of the time and the K-12 cards in the amount of \$2,220.

**EMS REPORT** – Paramedic Tim Atkeson

- Medical calls since the last Board meeting totaled 54 EMS calls with 31 transported to Good Shepherd. Two inter-facility transfers were done.

**FIRE OFFICER'S REPORT** – Company Officer Captain Ethan Salata

- The ladder truck is first-out apparatus for this month.
- Preparing for wildland season with preparing tools and exercising training.
- Displayed the flag for the Bass Tournament and participated in the Easter Egg Hunt.

**FINANCIAL REPORTS** – Chief Mike Hughes

Chief Hughes displayed the Year-To-Date Budget-to-Actual which looks good. The CREZ III dispersed some money along with the \$18,000 Public Service fee. The reason for overbudget on Administrative Salary and underbudget on the Line Staff lines is because Captain Gierke moved over. Negotiations with the Union should be completed Wednesday night. Next year's budget is very tight. Anticipated a budget of \$4.7 million realizing the number for next year will be \$4.3 to \$4.4 million. Discussion regarding CREZ operation and timing of distribution of funds.

**COMMUNICATIONS** – None

**PRESENTATIONS/RECOGNITIONS** – None

**CLOSED EXECUTIVE SESSION** – None

**NEXT MEETING** –

Regularly Scheduled Board Meeting: Tuesday, May 12<sup>th</sup> at 6:00 p.m.

Budget Committee Meeting: Monday, May 18<sup>th</sup>, at 5:30 p.m. dinner, 6:00 p.m. meeting

**ADJOURNED:** 6:26 p.m.

*Respectfully submitted by Suzanne Gray*