



Boardman Fire Rescue District Board of Directors
Meeting Minutes
June 13, 2024
Boardman Fire Station 81
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter (via Zoom), Director David Boor

Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray

Excused: Directors Ken Browne and Luis Medel Rodriguez

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

PUBLIC COMMENT: None

AGENDA ADJUSTMENTS: None

DIRECTOR REPORTS

1. Board Bylaws Workshop: Postponed until the fall.

FIRE CHIEF'S REPORT – Chief Mike Hughes

1. Ambulance Service Area (ASA) Plan: BFRD submitted proposals to Morrow County for all three service areas. Chief Hughes said he wrote in the proposal for the Southern ASA that Morrow County Health District was best positioned to provide service in that area since it has a hospital with 24-hour staffing. He said a subcommittee will review the proposals and when he had an update, he would pass it along to the Board.
2. District Information: Chief Hughes said he applied to Oregon Health Authority's Ground Emergency Medical Transportation Supplemental Payment Program. The intent of the program is to close the gap between what Medicare pays (\$300) and the actual cost incurred (\$1,000). It will close the gap by 25% more, he explained. The application process requires two steps and BFRD will now start the second step after successfully passing the first step.

Three seasonal staff members are now on board.

Fourth of July Open House and BBQ: Preparations are underway and there will be a new parade route that day.

CONSENT CALENDAR ITEMS

1. April 24, 2024 Regular Board Meeting Minutes
2. Approve Bills and Payables

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

PUBLIC HEARING – BUDGET

President Pratt opened the Public Hearing at 7:06 p.m. and explained the process for the hearing.

Chief Hughes discussed Form LB-35, which pertains to bonded debt principal and interest payments. He said the bond money was spent and they are now collecting tax money and making payments on the bond (the rate is 0.14¢ per \$1,000 of assessed value). The budgeted amount to spend is as anticipated - \$749,642.24.

Form LB-20, Incoming Resources – carrying over \$700,000 and making up for attorney fees, etc. Chief Hughes said there were significant changes to resources in anticipation of providing ambulance service countywide.

Form LB-31 (detailed expenditures, special payments, debt service, capital outlay or operating expenses) – Chief Hughes emphasized that BFRD’s tax dollars are not being used to supplement ambulance service in other areas of the county. Resources and expenditures are balanced at \$6,344,105.

Supplemental Budget – Chief Hughes said this was the first time a supplemental budget action has been necessary. It was due to the influx of Columbia River Enterprise Zone (CREZ) money, which caused Materials & Services to be over budget by 10%. Capital Outlay was over budget by 10%, as well, due to increased attorney fees, etc.

The Board took time to review the documents. President Pratt reviewed the guidelines for providing public comment. President Pratt called for anyone in opposition to comment; no response. She then called for anyone in favor to comment; no response. The Public Hearing was closed at 7:18 p.m.

ACTION ITEMS

1. 2024-2025 General Fund Budget

Director Boor moved to approve the 2024-2025 General Fund Budget; Vice President Dieter seconded. Discussion: none. Motion carried by those named: President Pratt, Vice President Dieter, Director Boor.

2. 2024-2025 Bond Budget

Director Boor moved to approve the 2024-2025 Bond Budget, as presented; Vice President Dieter seconded. Discussion: none. Motion carried by those named: President Pratt, Vice President Dieter, Director Boor.

3. 2023-2024 Supplemental Budget

Vice President Dieter moved to approve the 2023-2024 Supplemental Budget; Director Boor seconded. Discussion: none. Motion carried by those named: President Pratt, Vice President Dieter, Director Boor.

4. Resolution 6-13-1-2024 – General Fund Budget

Director Boor moved to adopt Resolution 6-13-1-2024 – adopting the General Fund Budget, as presented; Vice President Dieter seconded. Discussion: none. Motion carried by those named: President Pratt, Vice President Dieter, Director Boor.

5. Resolution 6-13-2-2024 – Bond Budget

Director Boor moved to adopt Resolution 6-13-2-2024, adopting the Bond Budget, as presented; Vice President Dieter seconded. Discussion: none. Motion carried by those named: President Pratt, Vice President Dieter, Director Boor.

6. Resolution 6-13-3-2024 – Supplemental Budget

Vice President Dieter moved to adopt Resolution 6-13-3-2024 – adopting the Supplemental Budget, as presented in the Supplemental Budget Hearing (Form OR-LB-SBH); Director Boor seconded. Motion carried by those named: President Pratt, Vice President Dieter, Director Boor.

FIRE LOSS MANAGEMENT REPORT – Chief Hughes

Chief Hughes reviewed Fire Marshal Marty Broadbent's report in his absence. During the month of May, Fire Marshal Broadbent performed inspections at the new school site in Ione, and Amazon sites in and around the City of Boardman. Chief Hughes noted the fee revenue from inspections and plan reviews in Boardman will likely cover the Fire Marshal position and a part-time fire inspector position. Fees from the City of Boardman stand at \$209,192.05.

TRAINING DIVISION REPORT – Lt. Sam Irons, Training Officer

Lt. Irons said 22 staff members contributed a total of 173 hours of training in May. Wildland trainings began and he taught a Wildland Firefighter Type 2 class to six students in Blue Mountain Community College's Fire Science Technology program. In addition, he taught two CPR classes to 12 students, as well as a portable fire extinguisher class at the City of Boardman.

EMS REPORT – Firefighter/Paramedic Zulema Gaytan

Firefighter/Paramedic Gaytan said there were 110 EMS calls in May. BFRD will have a new medic by the end of the summer, and three firefighters are currently attending medic school.

FIRE LIEUTENANT'S REPORT – Lt. Jeremy Gierke

Lt. Gierke said day-to-day operations are continuing, seasonal employees are being worked into shift rotations, and multiple trainings have taken place. He mentioned a few recent "field saves."

FINANCIAL REPORTS – Chief Hughes

The May financial reports and bank register were reviewed.

COMMUNICATIONS – Suzanne Gray, Executive Assistant

Ms. Gray reminded everyone that Best Practices are due in November.

PRESENTATIONS/RECOGNITIONS – None

CLOSED DOOR SESSION

President Pratt said the Board would meet in Executive Session under the following citations:

1. Oregon Revised Statute (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
2. ORS 192.660(2)(h) – To consult with legal counsel concerning the legal rights and duties regarding current litigation or litigation likely to be filed

The audience was informed that regular session would resume after the Executive Session. The Board then went into Executive Session at 7:33 p.m.

REGULAR MEETING RESUMED – 7:59 p.m.

President Pratt asked for a motion to approve Chief Hughes compensation package.

Director Boor moved to approve Chief Hughes compensation package in alignment with districtwide salary increase and to split the family portion of the health benefits. Vice President Deiter seconded. Discussion: none. Motion carried by those named: President Pratt, Vice President Deiter, Director Boor.

NEXT MEETING – Thursday, July 11th, 7:00 p.m.

ADJOURNED: 8:00 p.m.