Boardman Fire Rescue District Board of Directors
Meeting Minutes
May 8, 2025
Boardman Fire Station 81
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: 6:03 p.m.

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter, Director David Boor

Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Battalion Chief/Training Officer Sam Irons, Captain/Fire Loss Officer Jeremy Gierke, Company Officers Mark Sowa & Levi Renfrew, Paramedic Del Turner, Firefighter/EMTs Chris Schofield & Austen Alder, Firefighter/Paramedic Zulema Gaytan, Firefighter II/Paramedic Devon Pulvino, EMT Christina Carr, Captain/EMT Ethan Salata

Excused: Directors Ken Browne & Luis Medel Rodriguez

PUBLIC COMMENT: None

AGENDA ADJUSTMENTS: None

DIRECTOR REPORTS

1. Board Bylaws: Postponed to July when the new Board members take office, after which a work session will be schedule.

FIRE CHIEF'S REPORT – Chief Mike Hughes

1. Columbia Development Authority (CDA) Land: The CDA just voted to allow BFRD to annex the Port Industrial property. The CDA has to properly notify the County before that can occur. Chief Hughes said he hoped it would be on the agenda for the May 21st meeting of the Morrow County Board of Commissioners.
2. Type 6 Update: The flatbeds are at Specialty Welding in Boardman. One should be completed by about May 16th and the other by about May 23rd. The goal is to have both in service on June 15th.

CONSENT CALENDAR ITEMS

1. April 10, 2025 Regular Board Meeting Minutes
2. Approve Bills and Payables

Chief Hughes noted a bond payment of $349,300 is due June 1st, adding it will be paid from the bond taxes. These bond payments are due in December and June of each year.

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

ACTION ITEMS

1. Request to increase the Chief's spending limit from $25,000 to $50,000: Chief Hughes said current practice for checks in large amounts is for two Board members to sign. There have been a few instances each year when larger checks could not wait until the next Board meeting because they needed to be processed more quickly. He asked to increase the spending limit to $50,000 and stressed the checks would still require signatures from two Board members. Brief discussion.

Director Boor moved to approve the spending limit for the Chief to now be up to $50,000, but the checks will be signed by two Board members; Vice President Dieter seconded. Vote: President Pratt: Aye; Vice President Dieter: yes; Director Boor: yes. Motion carried.

FIRE LOSS MANAGEMENT DIVISION REPORT – Fire Marshal Marty Broadbent
Fire Marshal Broadbent's report included a list of Inspections & Tests and Plan Reviews performed for the City of Boardman in April. He said the most recent check for fees from the City was $126,092.30, bringing the total for the year to just over $200,000. Captain/Fire Loss Officer Gierke assists Fire Marshal Broadbent with these tasks.

TRAINING DIVISION REPORT - Battalion Chief/Training Officer Irons

- Twenty-three team members contributed toward 322 training hours.
- One six-month probation test was administered and successfully completed.
- A 200-acre prescribed burn took place at PGE Carty.
- Two CPR classes were held for a total of 10 students.

Battalion Chief/Training Office Irons provided a brief recap of the Fire Department Instructors Conference he and Firefighter/EMT Izaak Thoman attended.

EMS REPORT – Paramedic Turner

- Fifty-three calls for service in April.
- Nine interfacility transports (IFTs) took place.

Chief Hughes said he is in discussions with Good Shepherd Medical Center (GSMC) to transport their STEMI patients (people with potential heart blockages) to Kadlec Regional Medical Center. These transports would be on a scheduled basis, Monday-Friday, 8:00 a.m.-5:00 p.m. A contract should be before the Board in the near future.

FIRE OFFICER'S REPORT – Company Officer Renfrew

- A training took place yesterday at the tower. Elite Extrication & Equipment came from Idaho to do the training.
- Staff members have been installing lawn sprinklers and will hydroseed next week.

FINANCIAL REPORTS – Chief Hughes

- EMS Recovery (billing for EMS calls) – expect to bring in more than anticipated.
- Continuing to work with the County to get them to process invoices in a timely manner.
- Operating Expenses/Attorney Fees – an $8,188 payment just went out to the attorney working on the issue with the CDA land.

COMMUNICATIONS – Executive Assistant Suzanne Gray

- An email was sent to the Board members regarding Best Practices – Paid Leave Oregon. Due date is November 1st.

PRESENTATIONS/RECOGNITIONS

Firefighter/EMTs Chris Schofield, Ben Netter and Justice Watson completed probation. Watson was unable to attend but Schofield and Netter were in attendance. He discussed each person's background, professional history and achievements, and then asked the two in attendance to speak about themselves. They were then sworn-in by Chief Hughes. He spoke again about the unique attributes they bring to the job and congratulated them.

CLOSED DOOR SESSION – Not needed

NEXT MEETING – Thursday, June 12th, 6:00 p.m. (will include a public hearing for the Budget)

ADJOURNED at 7:36 p.m. to a reception for the newly sworn-in Firefighter/EMTs.