

Estacada Fire District #69



AGENDA

**REGULAR BOARD OF DIRECTORS' MEETING
November 18, 2021
Meeting Location: Estacada Fire District**

7:00 p.m.

Hi there,

You are invited to a Zoom webinar.

When: Nov. 18, 2021 07:00 PM Pacific Time (US and Canada)

Topic: Estacada Fire District Regular Board of Directors Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87928236592?pwd=dVFOTGtDZWsyYVZiOXBLRGh5bkdWZz09>

Passcode: 753053 Or one tap mobile:

US: +1 720 707 2699 , 8792823?592#, *753053# or+ 12532158782,
87928236592#,*753053#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +I 720 707 2699 or+ I 253 215 8782 or+ I 346 248 7799 or+ I 646 558 8656
or+ I 301 715 8592 or +1 312 626 6799

Webinar ID: 879 2823 6592

Passcode: 753053

International numbers available: <https://us06web.zoom.us/j/87928236592?pwd=dVFOTGtDZWsyYVZiOXBLRGh5bkdWZz09>

1. **CALL TO ORDER PER ORS 192.610 TO 192.690**
 - a. **ORS 192.650-The meeting is being recorded.**
2. **INVOCATION - Chaplain**
3. **FLAG SALUTE**
4. **ROLL CALL: Matthew Silva, John McAdoo, Ken Oliver, Paul Miller, Matt Day**
5. **CHANGES TO THE AGENDA – Executive Session moved to B-2; District Growth presentation moved to B-4 due to city annexation meeting conflicting with meeting times. Add B-5 Finance Officer job description.**

Estacada Fire District #69



6. PUBLIC COMMENT

7. BUSINESS ITEMS

- B-1 Consent Agenda - Approval of bills paid as presented;
Approval of October meeting minutes
- B-2 Executive Session – Vote on proposed collective bargaining agreement with
IAFF 1159 – ORS 192.660(2)(d)
- B-3 Board work session – O’Connor
- B-4 District Growth Presentation – Fire Marshal Alderman and City Planner Campi
- B-5 Finance Officer Job Description – O’Connor

8. COMMITTEE REPORTS

9. STAFF/ COMMITTEE REPORTS

- a. Chief's Report - Chief O'Connor
- b. Financial Report –Admin Mgr. Lashbrook

10. BOARD COMMENT

11. CORRESPONDENCE

12. COMMUNITY ITEMS

- Continued standby at high school football games

13. NEXT MEETING

The next meeting will be on Thursday, December 16, 2021 at 7:00 p.m.

14. ADJOURNMENT

Estacada Fire District #69



Minutes

REGULAR BOARD OF DIRECTORS' MEETING November 18, 2021

Meeting Location: Remote Video Conferencing

7:00 p.m.

1. **CALL TO ORDER PER ORS 192.610 TO 192.690 – at 7:01 p.m.**
 - a. **ORS 192.650 – The meeting is being recorded.**
2. **INVOCATION – Chaplain Director McAdoo**
3. **FLAG SALUTE**
4. **ROLL CALL:**

Matt Day – Present.

Paul Miller – Present.

Ken Oliver – Present.

John McAdoo – Present.

Matthew Silva – Present.

Also present at this meeting: Fire Chief Ian O'Connor, Assistant Chief Alan Lashbrook, Lieutenant Ben Rollicheck, Lieutenant Anthony Hadeed, Lieutenant Tom Benschoter via zoom, Firefighter/Paramedic Jaeden Brown, Firefighter/EMT Christian Coerper, Student Firefighter Kameron Barone and Mary Whitney via zoom.

5. **CHANGES TO THE AGENDA:**

Executive Session moved to B-2.

District Growth presentation moved to B-4 due to city annexation meeting conflicting with meeting times.

Add B-5 Finance Officer job description.

6. **PUBLIC COMMENT:** None.

7. **BUSINESS ITEMS:**

B-1 Consent agenda: Accept and approve October meeting minutes; approve bills to be paid as presented.

Director Oliver made a Motion; Seconded by Director McAdoo to approve the October 21, 2021 meeting Minutes and pay bills as presented; Roll-call vote; Passed unanimously.

B-2 Executive Session – Vote on proposed collective bargaining agreement with IAFF 1159 – ORS 192.660(2)(d)

The Executive session began at 7:30 p.m. and Regular Session resumed at 8:10 p.m.

President Silva made a Motion; Seconded by Director McAdoo to adopt the CBA between the IAFF 1159 and EFRD #69 from November 1, 2021 to July 1, 2024.; Roll-call vote; Passed unanimously.

B-3 Board Work Session – Chief Ian O’Connor

Chief O’Connor announced the significance of establishing a work session to devise a strategic plan that will establish future growth and direction for the district next year at the Board level. After some discussion, it was decided that a work session would be held on:

Saturday January 8, 2022, at 8:30 a.m. until approximately 11:30 a.m. in the Administration Building located at 445 SE Currin St, Estacada, OR 97023.

B-4 District growth presentation – Fire Marshal Mike Alderman with Estacada City Planner Taylor Campi.

Estacada City Planner Taylor Campi explained that she is the entire Planning department and works next door at City Hall. She commented that some of her duties include processing Land Use applications for subdivisions and annexations and she would be the go-to person for questions regarding growth that has been approved but has not yet come on board.

Chief O’Connor advised that he met with the Estacada City Manager and her staff a couple weeks ago and that meeting included a casual conversation regarding the growth and planning of Estacada. He added that Fire Marshal Alderman was also involved with those conversations and would be sharing a forecast of the impact of future growth in the district. Chief O’Connor stated that although he is not expecting any decision-making tonight, he is hoping this discussion will provide more information and insight because he does receive quite a few questions regarding this subject.

Fire Marshal Alderman stated that one of the aspects of his job is to approve drawings for subdivisions and buildings. He commented that the amount of growth the city is in the process of approving or has already approved struck him immediately.

Fire Marshal Alderman handed out maps and explained that the maps are color coordinated and include approved subdivisions as of May. He added that the maps convey the potential impact on the fire department in 2-, 5- and 10-years.

Fire Marshal Alderman shared that he calculated the figures based on our call volume of .36 calls per hundred* people using the national average of 2.62 persons per household. He noted that this will impact our run volume as the population increases so expect runs to double as the homes are built and residents move in. He estimated a population growth of 18,000 in 10 years.

Director Miller asked if that figure was accurate since newer construction attracts younger healthier families and Fire Marshal Alderman answered yes because he used the national average in his calculations.

*Firefighter/EMT Christian Coerper added a correction: the correct figure is .36 calls per **person** and Fire Marshal Alderman agreed.

Fire Marshal Alderman referred to the second map and shared that the zones include commercial structures so big box stores could begin construction and they could be over 65 feet, or 6 stories.

Chief O'Connor explained that this is our best estimate and there may be other statistics available regarding how call volume and population are calculated. He added that this is information to think about prior to the work session.

Director McAdoo asked if anyone checked on the city ordinance from approximately the year 2000 specifying that a structure within city limits that has 2 or more stories or more than 16 units on one floor must be sprinklered. Fire Marshal Alderman answered that he is still checking. Director McAdoo stated that he was concerned because the new structure next to True Value may get missed in the planning.

There was much discussion regarding regarding new construction in city limits and the need for a work session.

City Planner Taylor Campi commented that she would love to at minimum collect questions and would be happy to provide detailed information. She noted that her department is in the middle of conducting a housing needs analysis, which includes a buildable lands inventory, and an economic opportunity analysis, which includes employment lands. She stated that when the analyses are concluded, she can provide projections, answer any questions, or provide a presentation based on the districts' needs.

President Silva commented that he will liaison with the Chief and determine a date for another work session in February for future planning.

B-5 Finance Officer Job Description – Chief Ian O’Connor

Chief O’Connor stated that per last months’ discussion, he looked around and spoke with other fire departments to create a part-time, 25-hour per week Finance Officer job description and plans to use the funds allocated for the vacant Administrative Assistant to fill that position. President Silva commentated that is a great idea because it is that employee’s sole purpose. Chief O’Connor stated that he would still like to hear feedback and will email it around.

No action taken at this time.

8. COMMITTEE REPORTS

9. STAFF / COMMITTEE REPORTS

a. Chief’s Report - Chief O’Connor

Chief O’Connor shared that the Chief Officers are now contributing their data to the Chief’s report. He stated that there are new ALS/BLS kits. He commented that ESO is set up. Chief O’Connor reported that George Station had 16 staffed days. He added that run numbers are included in the Chief’s report. Chief O’Connor noted that C Shift handled a call today regarding a man down at True Value Hardware and it was very well run. He added that CPR was effective.

b. Financial Report – Admin Mgr. Cheryl Lashbrook

Cheryl Lashbrook shared that the tax money is beginning to come in.

10. PUBLIC COMMENTS:

No public comments.

11. BOARD COMMENTS:

Director McAdoo asked about plans for replenishing reserve funds and Chief O’Connor answered that is entirely up to the Board of Directors; however, it is on the agenda for the work session. Director Miller added that it was also discussed at the October 21, 2021, Board meeting.

12. CORRESPONDENCE:

None.

13. COMMUNITY ITEMS:

- Continued Standby at high school football games.

14. NEXT MEETING


The next meeting will be on Thursday, December 16, 2021, at 7:00 p.m.

15. ADJOURNMENT at 8:47 p.m.

Cheryl Lashbrook
Administrative Manager



Matthew Silva, President



John McAdoo, Secretary/Treasurer

