



**Estacada Fire District
Board Packet
February 17, 2022**

Estacada Fire District #69



AGENDA

REGULAR BOARD OF DIRECTORS' MEETING February 17, 2022

Meeting Location: Remote Video Conferencing

7:00 p.m.

Hi there,

You are invited to a Zoom webinar.

When: Feb 17, 2022, at 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/87813954453?pwd=a1VocTN2dk93QzJvRzRhTmhUNINGdz09>

Passcode: **777813**

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Webinar ID: 878 1395 4453

Passcode: **777813**

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**

6. BUSINESS ITEMS

- B-1 Consent Agenda** – Accept and approve the January 20, 2021, Meeting Minutes.
Approve bills to be paid as presented.

7. STAFF / COMMITTEE REPORTS

- a. Chief's Report – Chief O'Connor
- b. Financial Report – Financial Officer – Nikki Meyer

8. CORRESPONDENCE

9. BOARD COMMENTS

10. PUBLIC COMMENTS

11. COMMUNITY ITEMS

12. NEXT MEETING

The next meeting will be a Board Workshop on Thursday, February 24, 2022, at 6:00 p.m.
The next Board Meeting will be held on Thursday, March 17, 2022, at 7:00 p.m.

13. ADJOURNMENT

Estacada Fire District #69



Minutes

REGULAR BOARD OF DIRECTORS' MEETING February 17, 2022

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** – by Chaplain Patrick Lumbroso – Done.
3. **FLAG SALUTE** – Done.
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 Anthony Hadeed, Firefighter Christian Coerper, Student Firefighter Kameron Barone, Mrs. Director Oliver, Financial Officer Nikki Meyer, Firefighter Tyler Troutman via Zoom, Lieutenant Tom Benschoter via Zoom, Volunteer Chaplain Nita Hoops via Zoom and Ed Thoreson via Zoom.

CHANGES TO THE AGENDA:

None.

5. BUSINESS ITEMS:

- B-1 Consent Agenda:** Accept and approve the January 20, 2022, Minutes; Approve bills to be paid as presented.

Director Oliver made a Motion to accept the Consent Agenda items as presented; Seconded by Director Miller; Roll-call vote; Passed unanimously.

B-2 Budget Committee Vacancy

President Silva announced that a Budget Committee vacancy became available when Director Day was elected to be a Fire Board member. He stated that Directors Miller and Oliver were appointed to interview individuals and push forward a member they believe would be a good fit for the organization.

Director Miller stated that he spoke with Director Oliver and initially there was concern over a potential member residing out of district; however, after a phone conversation with that individual, Director Miller confirmed the potential member does reside in-district. Director Miller announced that Director Oliver and himself will compile a list of questions to ask potential Budget Committee Members and invited other Board Members to email him potential questions as well. Director Miller stated that once the list of questions is established, it will keep consistency and after the interviews are conducted, he would report the findings to the remaining Board Members to determine a final decision.

President Silva stated that a better option would be for Directors Miller and Oliver to conduct the interviews (other Board Members can provide input/potential questions) and present the best candidate since Directors Miller and Oliver officially represent the Board of Directors.

Director Miller noted that he would like to present a more professional appointment process and avoid the “good old boy” way of conducting business. Director Day stated that he did not remember any interview process for the Budget Committee vacancy and President Silva mentioned that is because multiple individuals applied for the current vacancy. Directors Miller and Oliver confirmed that 3 individuals applied for the Budget Committee vacancy. Director McAdoo stated that prior Budget Committee recruitments occurred when one individual was interested, and Board Members confirmed based on personal relationships or recommendations. He added that this recruitment was offered to the community, and he is okay with that.

Director Miller assured that the Budget Committee vacancy will be decided prior to the next Board of Directors Meeting.

President Silva stated that B-2 will move to the next Board of Directors Meeting.

6. COMMITTEE REPORTS – None.

7. STAFF / COMMITTEE REPORTS

a. Chief's Report - Chief O'Connor

Chief O'Connor reported that the District responded to 114 calls for service in the month of January:

- 92 EMS Calls
- 4 Hazmat
- 2 Fire
- 16 Other (False Alarms, Fuel Spills, Misc.)

Chief O'Connor stated that the District provided station coverage on Saturday, February 12, 2022, in St. Paul for fallen Firefighter Austin Smith, so that St. Paul Fire crews could attend his funeral. He added that a couple of our Volunteers provided casket watch the Monday prior to the funeral. He commented that our involvement was good for both staff and the District.

Chief O'Connor noted that the SCBA order from January is placed, and the District is expecting delivery early in March.

Chief O'Connor mentioned that equipment ordered with ARPA/WUI grant funding is beginning to arrive. He added that the new Lucas device and suction units are currently in service.

Chief O'Connor reported a total of 1791 Volunteer hours in January, which equates to 14 1/4 days the Estacada Station was staffed with Volunteers and approximately 13 days the George Station was fully staffed with Volunteers.

Chief O'Connor stated that FEMA grants for AFG and SAFER are complete. He commented that over \$575,000 is requested in the AFG grant asking for turnouts, workout equipment and extrication equipment. Chief O'Connor commented that the SAFER (Staffing for Firefighters) is requesting \$2,300,000 over 3 years to hire 6 Career Firefighters and over \$907,000 on the Volunteer side to hire a Recruitment Retention Coordinator, supplement our LOSAP program, print materials, Volunteer EMT tuition and Volunteer pay per call. He mentioned that notification of award will most likely occur next fall and added that this year is unique because these programs are 100 percent funded.

Chief O'Connor noted that he is working with the US Forest Service to reestablish a Cooperative Fire Agreement (Mutual Aid Agreement) and met Jeremy Goers and his Battalion Chief who toured him through the Highway 224 and the Ripplebrook area. Chief O'Connor mentioned he was able to view the Job Corp Camp location and had good conversations regarding how our district can assist this summer and beyond.

Chief Smith reported that the District's \$60,000 check was received by Cascade Fire Equipment Company for the Type-6 engine chassis, so it is on their books for a September build. He added that if there are any cancellations, the build could be bumped up to earlier in the summer.

Chief Smith stated that Hughes Fire Equipment, who sells Pierce, recently paired up with Boise Mobile so that expanded the search for either a chassis or a unit already built. He explained that Boise Mobile flew the team to their plant, and they discovered the availability of a Freightliner chassis. Chief Smith presented a slide of a Demo Model 34F Type III Interface Engine and explained the District is purchasing one of the 2 available units Boise Mobil can build in June-July for a September delivery. The purchase price is \$362,786 and if there is a \$4000 discount if paid in full. Chief Smith explained that final inspection will occur in Boise, ID by our inspection team and once the team approves, the check will be issued. Chief Smith commented that after payment, Boise Mobil will release to engine to Hughes Fire Equipment in Springfield, OR for installation of radio equipment, etc. and afterwards, our district can expect delivery. He added that the HGAC purchasing program was utilized, which is the same program utilized to build BBJ.

Chief Smith presented a slide show with information and specifications for the Type II Interface Engine build.

b. Financial Report – Financial Officer Nikki Meyer

Nikki Meyer stated that she updated finance forms that included more breakdowns of the budget and thanked the Board for being patient.

Nikki Meyer explained the Financial Statement and noted the included percentages.

Director McAdoo asked regarding reserve funds and Chief O'Connor answered those funds were liquidated so a Capital Improvement Fund should be established as a budget line item.

8. CORRESPONDENCE:

President Silva commented that the correspondence included SDIS information regarding Best Practices and EFVA meeting minutes. Chief O'Connor commented he would like to determine past practice and reestablish District contributions to the EFVA.

9. PUBLIC COMMENTS:

None.

10. BOARD COMMENTS:

Director Miller stated that he appreciated everything that was done for St. Paul.

Director McAdoo asked for an update regarding the Volunteer recruitment process and Chief Lashbrook advised that interviews are occurring at this time. Chief Lashbrook added that there are enough individuals for a full Academy because prior Laterals and current Volunteers will be added to this Academy. Chief Lashbrook mentioned there may be a Fall Academy; however, he is not holding 2 simultaneous Academies. President Silva commented we want to keep up the momentum and Chief Lashbrook answered that Firefighter Jenn King, one of our top Volunteers, is assisting Captain Jeff Aldridge and it is working very well.

11. COMMUNITY ITEMS:

Chief O'Connor mentioned the Volunteer Association is planning the Easter Event in April.

Chef O'Connor announced that April 30, 2022, is the Awards Banquet and to RSVP.

Director Oliver agreed to contact Volunteer Jenn King and advise of past Easter Event practices.

NEXT MEETING

Work Session the Following Thursday, February 24, 2022, at 6:00 p.m.

Regular Board of Directors Meeting: March 17, 2022, 7:00 p.m.

12. ADJOURNMENT at 7:33 p.m.

Cheryl Lashbrook, Admin Manager



Matthew Silva, President



John McAdoo, Secretary/Treasure

