

# Estacada Fire District #69



## Minutes

### REGULAR BOARD OF DIRECTORS' MEETING April 21, 2022

**Meeting Location: Remote Video Conferencing**

**7:00 p.m.**

1. **CALL TO ORDER PER ORS 192.610 TO 192.690** – at 7:00 p.m.
  - a. **ORS 192.650** – The meeting is being recorded.
2. **INVOCATION** – Chaplain Brent Dodrill – Done.
3. **FLAG SALUTE** – Done.
4. **ROLL CALL:**

**Matt Day** – Present

**Paul Miller** – Present

**Ken Oliver** – Present

**John McAdoo** – Present

**Matthew Silva** – Present

**Also at this meeting:** Fire Chief Ian O'Connor, Financial Officer Nikki Meyer, and Deputy Fire Marshal Sarah Poet.

**Zoom attendees:** Assistant Fire Chief Alan Lashbrook, Support Lisa Youngberg, Lieutenant Tom Benschoter, Lieutenant Benjamin Rollicheck, Sharon M, and CERT Coordinator/Fire Corp David Espinosa.

5. **CHANGES TO THE AGENDA:** None.
6. **BUSINESS ITEMS**
  - B-1 **Consent Agenda** – Accept and approve the March 17, 2022, Meeting Minutes. Accept and approve the March 28, 2022, Board Workshop Minutes. Approve bills to be paid as presented.

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

## **7. STAFF / COMMITTEE REPORTS**

### **a. Chief's Report – Chief O'Connor**

Chief O'Connor reported that there were 114 incidents in March, including 3 fire incidents and 7 MVA's (Motor Vehicle Accidents)—2 of which required extrication. He added that 80% of the call volume was for medical response, as usual.

Chief O'Connor announced that the district was awarded \$30,000 from the manager of the Faraday Dam Project to purchase rope, water, and technical rescue equipment. He commented that Deputy Chief Smith and Lieutenant Metheny will work on that project to ensure that equipment procurement and training are complete.

Chief O'Connor stated that E332 was sent to True North for repair of a failed tank and plumbing issue. He mentioned the parts are covered under warranty so the repair cost should only include labor.

Chief O'Connor noted that the stainless-steel sink has arrived for the apparatus bay so the sewer line repair Director Miller assisted in completing can be finalized.

Chief O'Connor reported that Personal Protective Equipment access continues to remain problematic. He commented that backordered PPE from June of 2021 is now arriving and if this trend continues, it will be a hindrance to the district next fiscal year. President Silva asked if issues obtaining PPE were due to Covid impacts and Chief O'Connor answered those issues were partially due to Covid, as well as overseas trade policies, among a number of other factors.

Chief O'Connor announced that Lieutenant Hadeed applied to Volunteer Fire Assistance asking for a \$10,000 grant for fire shelters.

Chief O'Connor commented that the Volunteer Firefighter Recruit Academy continues into its fifth week with 15 remaining Recruits.

Chief O'Connor stated that EMR training concluded, and the district now has 12 certified Emergency Medical Responders. He added that 6 Volunteers recently completed their EMT requirements and either have or will obtain certification soon.

Chief O'Connor reported a total of 6074 volunteer hours for February 2022, and volunteering continues to remain strong. He commented that 564 of those volunteer hours were at the Estacada Main Station and 191 hours were at the George Road Station so volunteers continue to staff the equivalent of every other weekend at the George Station.

Chief O'Connor introduced Deputy Fire Marshal Sarah Poet. Deputy Fire Marshal Poet commented that she just finished HIZ (Home Ignition Zone) training, and it was a good class.

Chief O'Connor reported that the last few months has been occupied with preparing the 22-23 Fiscal-Year Budget and will send a preliminary copy to the Board of Directors and Budget

Committee Members tomorrow. He added that as of April 4, 2022, all employment positions have been filled.

Chief O'Connor stated that he recently returned from the National Fire Academy and made academy history by having a father and 2 sons from the same department in the same class. He added that he was able to have lunch with the NFA Superintendent, Eriks Gabliks, a former DPSST Director. Chief O'Connor added that he recently attended the IMT conference and is expecting a busy fire season.

Chief O'Connor announced that Estacada Fire is sponsoring a Clackamas County Emergency Management and OSFM event named a Community Wildfire Preparedness meeting on May 26, 2022, at the Main Station. He explained that Deputy Fire Marshal Sarah Poet has been working with him regarding the details and although the Agenda was not quite complete, the intent of the event is for the community to gain knowledge and skills regarding evacuations, wildfire preparedness, etc.

Chief O'Connor commented that the Awards Banquet will be Saturday, April 30, 2022, at 6:00 p.m.

**b. Financial Report – Financial Officer – Nikki Meyer**

Nikki Meyer commented that the financial report remains as presented and she has been working with Chief O'Connor to move some items around that represent correct funding allocations. There was some discussion regarding going over budget in the line item of PPE and Chief O'Connor explained that since only 8 sets of turnouts were budgeted, the department had to purchase many more; and overall, the Materials and Services category will remain within the budget by the end of the fiscal year.

Director Day asked if overages in the category of Insurance and Benefits was due to hiring more staff and Chief O'Connor answered that was most likely because of the contract. Nikki Meyer explained that the category may not be reflected in red by next month because she has been moving funds that have not been allocated into the correct categories. Chief O'Connor added that the reason the funds are being reallocated is because the manner in which the system was initially set up was not optimal for our department and that issue is now being addressed.

**8. PUBLIC COMMENTS – None.**

**9. BOARD COMMENTS –**

Director Oliver shared that he received an update from CFD regarding the final payment for their contract for services and CFD is verbally in agreement as he awaits an official email from their CFO. He is hoping to complete the final transaction by next month.

**10. CORRESPONDENCE – None.**

**11. COMMUNITY ITEMS**

Chief O'Connor commented that the Easter Egg Hunt was a great success.

Director McAdoo announced that on May 7, 2022, from 7:00 a.m. to 11:00 a.m., the Springwater Grange will hold the last Community Breakfast until next September at a cost of \$7 per person. He added that the Springwater Grange has an excellent Strawberry Shortcake Festival on the 2<sup>nd</sup> Saturday in June if anyone would like to attend.

Director McAdoo commented that the Community Breakfast the Clackamas Valley Baptist Church offers is always great to attend for free every 3<sup>rd</sup> Saturday from 8:00 a.m. to 11:00 a.m.

## 12. NEXT MEETING

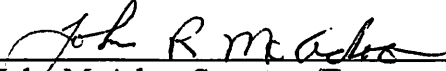
There will be a Budget Committee Meeting on Thursday, April 28, 2022, at 6:00 p.m.

The next Board Meeting will be on Thursday, May 19, 2022, at 7:00 p.m.

## 13. ADJOURNMENT – at 7:19 p.m.

Cheryl Lashbrook  
Administrative Manager

  
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Matthew Silva, President

  
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John McAdoo, Secretary/Treasurer