

Estacada Fire District #69



Minutes

REGULAR BOARD OF DIRECTORS' MEETING

July 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** – by Pastor Brent Dodrill – Done.
3. **FLAG SALUTE** – Done.
4. **ROLL CALL:**

Matt Day – Absent

Paul Miller – Present

Ken Oliver – Present

John McAdoo – Present

Matthew Silva – Present

Also at this meeting: Fire Chief Ian O'Connor, Assistant Fire Chief Alan Lashbrook, Financial Officer Nikki Meyer.

Zoom attendees: SMC, Dave Espinosa, Edwin Thoreson

5. **CHANGES TO THE AGENDA:** Director Oliver stated that he would like to present a gift to the Fire Department during the Board Comments. Director McAdoo stated that he would like to discuss the 2022 SDIS Best Practices requirement during the Board Comments.

6. **BUSINESS ITEMS:**

B-1 Election of Board Officers

President Silva made a Motion; Seconded by Director Miller to appoint Ken Oliver to President; Roll-call vote; Passed unanimously.

President Oliver immediately resumed the meeting and commented thank you to the group. President Oliver added that he was happy to take on the role as President.

After some discussion, it was decided that the election for Secretary and Treasurer would be moved to next month's Board Meeting because all Board Members would be present at that time.

B-2 Consent Agenda – Accept and approve the June 16, 2022, Meeting Minutes. Approve bills to be paid as presented, 2020-21FY Audit (already approved-needs signatures), RFP for Auditor (Contract).

Director Silva asked why only one auditor responded to the RFP and Chief O'Connor answered that the RFP was advertised, posted on the ERFD web page, and sent out to 17 different vendors. and only 1 response was received. There was some discussion regarding possible reasons for the limited response.

Director Miller stated that he takes issue with the comment the auditor made during the 2019-2020 audit regarding the PERS rate increase and how he believed that comment was misinformation.

Nikki Meyer mentioned that other fire districts are experiencing a shortage of auditors and few auditors will take on fire districts. Director Miller asked if there were any specific requirements set forth in the RFP making it difficult to meet the minimum standards and Ms. Meyer answered the RFP required only that the auditor be a licensed Certified Public Accountant.

There was some discussion regarding the auditor cost, length of the contract, and required notice to cancel.

Director Silva commented that because of "the embezzlement", Director McAdoo and himself learned about changing auditors every 3-5 years. There was some discussion regarding changing auditors after this 3-year contract concludes.

Director Silva made a Motion; Seconded by Director McAdoo; to approve the Consent Agenda as presented; Roll-call vote; Passed unanimously.

B-3 C800 Radio Group Update – Chief O'Connor

Chief O'Connor stated that he sits on the Board representing ERFD as a partner in the C800 Radio Group and as a partner versus a member, ERFD has a seat/voice at the table versus just paying money as a member.

Chief O'Connor reported that there had been some turnover in the Board obviously involving himself and other top positions in the County and 3 Executive Directors (including the Canby Police Chief and Lake Oswego Fire Chief) began investigating the numbers that were not adding up. Chief O'Connor stated to make a long story short, those Directors discovered approximately a \$4,000,000 deficit due to mismanagement of funds and lack of oversight in various projects so as a result all members will be required to repay the difference. He added that ERFD fortunately did a good job making prior payments, so the total impact is currently \$103,331; however, that amount includes the annual fee and

a \$3,900 Fire Station Alerting Project Management shortfall payment that was already paid so the total impact to ERFD is approximately \$64,000-\$65,000, which fares better than many other districts.

- . Chief O'Connor noted that he is not intending to make a payment until after January 1, 2023, depending on how the group progresses in managing the funds because there may be some adjustments made to the total amount. He explained that the group is planning some possible avenues to decrease the shortfall amount by the potential sale of infrastructure to Columbia County for \$1,500,000 and the Executive Board intends to ask the Oregon Emergency Legislation for funding with a good chance of receiving some ARPA funds as well, so there may be potential avenues for reductions, or even the possibility of owing nothing.

Chief O'Connor commented that if a worst-case-scenario occurred and ERFD ultimately owed the full amount then it may be necessary to take funds from the Contingency or another alternative is a loan; however, ERFD is in a good position to handle the payment that is contractually required.

Director Miller asked if there was any recourse regarding the mismanagement and Chief O'Connor answered that as required by contract, the Project Manager provided the required 30-day notice making his last day August 15, 2022. Chief O'Connor explained that the Project Manager is covered by insurance, and the group has consulted with attorneys who have advised the amount to have the case heard through the court system would most likely be just as costly as the amount owed so the group chose to move forward and split the costs between members to cover the losses.

Director Silva commented that the issue of radio costs being higher than anticipated is prominent industry-wide and Chief O'Connor stated that this particular issue is beyond radio costs, not that costs didn't play into it. He added that ERFD is more fortunate than other districts, such as Aurora (\$200,000), Canby (\$113,000), Colton (\$156,000) and Clackamas (\$635,000).

Director Miller commented that it was a hard pill to swallow, and Chief O'Connor agreed because the timing of the notice was given immediately after the Budget process was finalized.

B-4 Billing for Services/Cost Recovery Resolution

Chief O'Connor referred to Resolution 22-10 in the Board Packet regarding Cost Recovery. Chief O'Connor stated that this comes from EF Recovery, a company ERFD had used for prior billing services. He explained this is an update to the prior Cost Recovery policy and includes new language to hold insurance companies accountable for payment.

Director Silva stated that he noticed and understood why the billing for Engineer/Driver \$0 and Chief O'Connor explained that was the policy and operating guideline as proposed by EF Recovery; however, ERFD will have their own policy adopting language that states the current OSFM Conflagration Rate will be implemented.

Director Silva made a Motion; Seconded by Director McAdoo; to adopt Resolution 22-10- A Resolution of ERFD#69 implementing a public safety Cost Recovery Program for fire protection, accident scene response and traffic safety for emergency response incidents and all related services; Roll-call vote; Passed unanimously.

7. STAFF / COMMITTEE REPORT

Chief's Report –

Chief O'Connor reported that there is nothing new regarding apparatus builds and delivery of the new engines is expected in September-October 2022. He added that the Water Tender is on the assembly lines and delivery is expected in April of 2023.

Chief O'Connor announced there were 127 calls for service last month and the trend appears to be increasing.

Chief O'Connor commented that the Recruit Firefighter Graduation is Friday, July 22, 2022, at 6:30 p.m. located at the Estacada First Baptist Church Fireside Room and referred to the flyers he handed out earlier.

Chief O'Connor stated that the arsonist is continuing to be pursued; however, the DA's Office has dismissed the case twice already and since there remains a clear issue, other avenues are being explored as ERFD continues to cooperate with CCSO.

Chief O'Connor announced that ERFD hosted the Clackamas County Fire Investigation Team meeting for the first time in quite a while.

Chief O'Connor noted that Lieutenant Benschoter conducted most of the training for a CPR/First Aid class to certify members of the Forest Service held at the Admin Building, 445 SE Currin St, Estacada OR 97023.

Chief O'Connor reported that Volunteer activity remains high with 408 hours of shift time at the Main Station and 228 hours at the George Station for June 2022. He added that there were 319 callback hours, and the Volunteer Duty Officer position remains active with 662 hours.

Chief O'Connor stated that the 2022-23 FY Budget process is complete, including the Resolution, and required filing with the County Tax Assessor and County Clerk.

Chief O'Connor commented that the onboarding process for the 2 seasonal Firefighters is complete, and both are currently working the dayshift.

Chief O'Connor announced that the pallet of canned Anheuser-Busch water from the NVFC Grant was delivered.

Chief O'Connor stated that the Independence Day Celebration was a success; there were many ERFD members in the parade, a water ball tournament was held that the crews enjoyed, and there were a couple late night fires caused by fireworks on the 4th.

Chief O'Connor commented that the Pancake Breakfast was well-attended by over 280 individuals and donations were received "in the thousands".

Chief O'Connor reported that a 46-year-old male in Cardiac Arrest was saved at Milo McIver State Park on the 10th after 20 minutes of CPR. He added that the patient walked out of the hospital unassisted a week later.

Director McAdoo commented that he received complaints because the road was blocked for the Pancake Feed and Chief O'Connor replied that he spoke with the City Manager and although it was not entirely due to ERFD's event, he intends on coordinating better next time. Director McAdoo added that another problem is the Farmer's Market because it was moved in front of the Fire Station. There was some discussion regarding traffic issues during public events.

Financial Report –

Financial Officer Nikki Meyer stated that finances are as reported in front of you. She added that last fiscal year is still concluding, and you will see some of those things still trickling in as we close out the fiscal year.

Ms. Meyer commented that some POs remain outstanding, and it will be necessary to apply those to the budget. She added that some last-minute expenditures occurred at the end of the month; however, those expenditures were not paid until July, and it is necessary to record those in June, so she will be working on that for the next couple weeks.

Ms. Meyer announced that the LOSAP check was cashed today and added that it was actually deposited into the account so all Volunteers receiving a contribution will have their contribution distributed.

President Oliver stated that he wanted to thank everyone for putting on a good LOSAP program.

8. PUBLIC COMMENTS – None.

9. BOARD COMMENTS –

Director McAdoo discussed the 2022 SDIS Best Practices Program and how it is now up to the Board Members to sign up for SDAO or OFDDA Conferences and attend the SDAO Board education programs or listen to certain videos as outlined in the handout to take advantage of a 4% insurance premium discount.

President Oliver presented a wall hanging to Chief O'Connor and the Fire Department. The artwork reads: "I am not here for me, I am here for you, We are here for them".

10. CORRESPONDENCE –

Director Silva commented that Shai took the time to write to all the Fire Departments in Oregon.

11. COMMUNITY ITEMS –

Director McAdoo announced that the Community Center resumed their morning breakfasts and would be glad to have firefighters attend. He added that they are held every Thursday morning at 830am.

Director McAdoo commented that he is not seeing anybody at the Free Community Breakfast on the third Saturday of every month from 8:00 am to 11:00 am at the Clackamas Valley Baptist Church in the Fellowship hall.

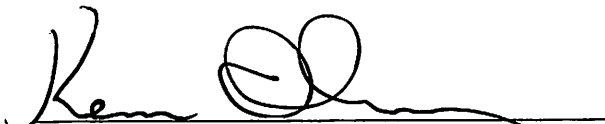
Director McAdoo noted that Springwater Grange will resume their breakfasts in September.


12. NEXT MEETING

The next Regular Board of Directors' meeting is Thursday, August 18, 2022, at 7:00 p.m.

13. ADJOURNMENT – at 7:39 p.m.

Cheryl Lashbrook
Administrative Manager


Ken Oliver, President


John McAdoo, Secretary/Treasurer