

# **BORING FIRE DISTRICT BOARD OF DIRECTORS MEETING MINUTES**

October 13, 2009

The meeting of the Board of Directors for the Boring Fire District, held this date at the Boring Fire Station annex building, was called to order by Chairman Otto at 7:00 pm with the following members present: Les Otto, Carl Tuma, Mike Strickland and John Hartsock. Also present were Chief Doug Branch, Volunteer President Jamie McCamman, FF/AO Brent Hergert, and Secretary Bookkeeper Lynne Branch.

Motion by Carl Tuma/Mike Strickland to approve the consent agenda as mailed. Approved unanimously.

Chairman Otto asked for public comment. Hearing none, he proceeded with the agenda.

Chief reminded the Board that the joint east county board meeting will be on Oct. 20th at 7:00 pm at Estacada Fire. Capt. Eisert made a presentation at Estacada's board meeting on the joint apparatus maintenance proposal. Let Chief Branch know if there are any items you would like placed on the agenda.

An updated schedule of board meeting dates was distributed again this month including a planning session to be held on Saturday, January 23<sup>rd</sup>. Chief said the Standards of Coverage will not be completed by that date as he will be unable to meet with Paul LeSage prior to that time. However, there will be a comprehensive report on goals and objectives at the session.

Chief Branch distributed the 2008/09 audit, received from auditor Patrick Carney today. Patrick stated that the audit complies with standard financial practices and is in compliance with State law. Pending purchase of property in Damascus is noted in the audit. Also, current taxes were slightly lower than the budgeted amount in 2008/09. The Board was asked to let Chief know if they have any questions on the audit before the November meeting, at which time the Board will be asked to approve it.

## Reporting on Goals/Objectives

- 1.2- Expand address sign program to include access markers to aid in responses to areas of the District that are hard to locate: Lt. Hunt submitted a written report regarding cases where several homes share a driveway branching off at different locations. A solution would be to install signs at the intersection with the address numbers listed with arrows.
- 2.1- Review officer meeting format to possibly include officer only session: Capt. Eisert submitted a written report after discussion with officers. They

feel an “officers only” session is not necessary, but would like the right to call one if there is a sensitive issue to be discussed.

- 3.2- Implement revised hiring and selection process: Chief Branch stated that the revised hiring and selection process was incorporated into the most recent Civil Service process. Once the list is certified by Civil Service on Oct. 21<sup>st</sup> and made public, a report will be provided.
- 3.4- Create member reward program for immediate recognition of good deeds: Lt. Welk submitted a written report explaining the implementation of red and gold crossed axe stickers for recognition of deeds that go above and beyond the normal duties of a firefighter/EMT. Also, an “attaboy” section will be included in the Working Fire for those members.
- 7.2- Research expansion of residential smoke alarm program to include but not limit to CO monitors: Alice Lasher is working on a committee formed pursuant to the Lofgren/Zander Memorial Act requiring carbon monoxide alarms in specific residences. It first meets on Oct. 30<sup>th</sup> and will develop a statewide educational campaign. The objective will remain incomplete until this campaign is incorporated into the District’s program.
- 8.2- Present joint vehicle maintenance proposal to policy makers for discussion and possible further action: Capt. Eisert has researched and developed a joint maintenance program which has been presented to Boring, Estacada and Clackamas Fire Boards. There is great interest in this proposal and Chiefs Kirchofer and Branch will be exploring the governing aspects involved.
- 9.1- Implement the internal communications plan: Chief Branch has implemented the plan following feedback from the members and provided a copy of the 12-page plan.

Chief Branch provided information from the Sept. 9<sup>th</sup> joint meeting with Clackamas Fire District regarding costs recovery, stating that Boring Fire has a similar policy originally adopted in May 1994. Also included were results from the 54 Damascus citizens who responded to an outdoor burning survey. Responses varied widely from people wanting no burning to those wanting to burn more. A public town hall meeting will be held on this issue at CFD’s training center on Dec. 8<sup>th</sup> from 6-9pm. Chiefs Branch and Kirchofer will meet tomorrow regarding information technology, training, common burning information, legal counsel, the Damascus staffing model and the joint apparatus maintenance plan.

Chief added that he would like to see implementation of a countywide burn line which would eliminate the necessity for all the various fire districts to update a recording on a daily basis. This would also provide a consistent message to the public regarding outdoor burning. Also, the Fire Defense Board is addressing the issue of responding to burn complaints that do not pose a fire danger and using fire department resources to enforce DEQ regulations.

Chief Branch recapped the monthly ops and training reports as Capt. Eisert was out of town attending the Pacific Program. In response to Chairman Otto's question regarding the temporary transition of Capt. Eisert and Lt. Welk to operations and training respectively, Chief responded that it has gone well and both individuals have moved to four ten-hour days each week.

A memo from Capt. Eisert on the two recently hired temporary firefighters was presented by Chief. Rick Searls and Richard Lyman will work 12-hour shifts for up to six months, when a final decision on the operations and training positions is expected to be complete. Nine members applied and all were interviewed.

Chief will not have a report on the Firefighter Assessment Center until the list is certified by the Civil Service Commission next week. Six people from Boring Fire went through the process.

Regarding H1N1 influenza, Chief Branch stated he is working with the line personnel via Shop Steward Mike Stockman on a contingency plan to address handling ill employees and providing minimum staffing. Regular flu shots have been provided to members and the District is in line to receive H1N1 vaccines. Chairman Otto asked if the Board could enact an emergency policy that would allow relief from labor agreements. Chief said a sick person could be sent home with pay, but doing such without pay would put us in a difficult situation. There has been an increase in sick people calling 911, and steps have been taken to address this, i.e. using personal protective equipment and sending only one person inside the home.

An update was provided on PERS. Chief stated that PERS lost 27% of its value in 2008, which may require government agencies to contribute a higher percentage of their payroll. Any changes to employer rates will take effect on July 1, 2011.

Also noted:

- Oregon Dept. of Forestry went out of regulated use today so burning will open countywide tomorrow unless closed by DEQ for air quality reasons.
- Last Thursday, an individual departed the 1999 Ford Explorer to check map numbers and the vehicle proceeded to roll down the hill. The vehicle has been totaled and the District will receive \$5,000 for the loss. The Safety Committee will conduct an investigation. The Apparatus Committee will be meeting to discuss the replacement of the vehicle.

Volunteer President Jamie McCamman gave the Volunteer Association report.

- Twenty members attended the last business meeting.
- TIP will host an appreciation dinner that the social officers may attend.
- Star pins were distributed to the Board to honor volunteer Shane Moon serving overseas.

- Fifteen volunteers staffed Liepold's Corn Maze last Saturday.
- Forty-five members attended a burn to learn training exercise on Oct. 11<sup>th</sup>. Thanks to Lt. Welk and FF/AO Brent Hergert for their work on that.
- This year's recruit class has started their EMT-Basis training.
- Capt. Ken Naas' status has been changed to support as of Oct. 1<sup>st</sup>.
- Banquet discussions are ongoing.
- An American Red Cross blood drive will be held at Sta140 on Oct. 19<sup>th</sup>.
- Volunteer officer nominations are open now and will close Nov. 2<sup>nd</sup>.

Chief added that Boring Fire hosted Good Morning Damascus last Friday during Fire Prevention Week. Also, former Eagle Creek volunteer Matt Smith would like to return to the Department and we have received two other applications from prospective volunteers in that area.

Terry Ballard's separation agreement was presented to the Board with requested changes made. Motion by Mike Strickland/Carl Tuma to approve the consent agenda as mailed. Approved unanimously.

Chairman Otto reminded the Board that he and Mike Strickland will be conducting the Chief's performance evaluation next Monday.

Discussion ensued on the pending five-acre property purchase in Damascus. Chief provided background on why this particular lot was initially chosen, primarily because the location is ideal. The current purchase agreement expires at the end of 2009 and the City of Damascus will not have their comprehensive plan completed by then. The lot line adjustment was acceptable at first to all entities involved. Subsequently, the County reversed their opinion, so there is currently no legal lot. There have been three amendments to the original option agreement, with the selling price remaining at \$525,000 as it was stated in November 2007. The proposal is to extend the agreement for another year, which the seller is agreeable to. Chief would like to explore extending the agreement for up to 18 months, if possible. Board discussion ranged from letting the current agreement lapse because of the loss of value to extending the agreement as proposed by Chief Branch. Chairman Otto asked that a report on the positives and negatives be prepared for the November board meeting.

With no other business before the Board, Chairman Otto adjourned the meeting at 8:35 pm.

Respectfully submitted,

Lynne Branch  
Secretary/Bookkeeper