

Columbia River Fire & Rescue
Regular Meeting of the Boards of Directors
58577 McNulty Way, St. Helens
Or
Virtually via GoToMeeting and phone-in access
August 11, 2020 7:00 pm

Regular Meeting: After due and legal notice the Regular Board meeting of the Columbia River Fire & Rescue Board of Directors was called to order by President Feige at 7:02 pm.

Present: Kelly Niles, Kim McLane, Hans Feige, Gary Hudson, Mark Kreutzer (via phone)

Others: Chief Smythe, DC Holsey, FD Nelson, DC O'Connor
Virtual participants: FF Fletcher, Lt. Pulito

Flag Salute: President Feige

Changes to the agenda: None

Public Comment: None

Local 3215: None

CRFR Volunteers: No comments

Correspondence: Thank you note from Sauvie Island, and labor information from Oregon Employment Department was included in the packet. Sauvie Island received 16 SCBA's and 32 bottles and four RIT packs. Wolf Creek Fire received 16 SCBA's and 32 bottles. A small Department outside of Boise received the remainder of our surplus breathing apparatus.

CRFR Consent Agenda: Included in the consent agenda are the minutes from the Regular Board meeting on July 14, 2020, checks 71524-71622 for \$391,521.42 and the financial statement as of June 30, 2020. VP Niles moved to approve. Secretary Hudson 2nd the motion.

There were questions about checks to Jeff Pricher who purchased fire shelters through the DoD for CRF R, Pacific University MBA program, which is tuition support foreign employees MBA process, Brown northwest the repair on the ambulance. The budget versus actual year end statement is unadjusted, with no year-end closing numbers included. Just raw numbers. The district was able to maintain expenses and exceed expectation and revenue. COVID-19 reimbursements were helpful 2 keeping costs under control period adjustments will be posted ask the district winds up to the audit. There was additional discussion on FYE budget, accruals, etc.

No further discussion. Unanimous vote, motion approved.

Chief Officers Report:

The report is a culmination of weekly reports emailed to the board. President Feige noted that he liked the new format. Would like to maintain it. There was discussion about the oxygen delivery problems at the Rainier station. Chief Holsey is working with Airgas to increase par levels. There is a short discussion on the fiscal year call volume 2019-20.

Old Business:

A. Fire Chief Recruitment

- a. There is discussion about the various companies and their benefits. VP Niles made some phone calls to references. FD Nelson also made phone calls. That information was sent to the board members. President Feige sent the board the information regarding SDAO and their process for the last Fire Chief recruitment.
- b. There was discussion regarding the process proposed for recruitment. General consensus was that Director McLane, VP Niles, and President Feige wanted to select Prothman.

There was a 2 minute recess to join Director Kreutzer to the meeting via phone.

- c. Director Kreutzer believes there are no compelling reasons to not select SDAO. Secretary Hudson supports using SDAO as well. Director McLane and VP Niles discussed their reasons for wanting to select a larger company. President Feige stated using a specialized company for recruitment could give larger results and serve the organization better.
- d. General consensus was to select Prothman. President Feige signed the contract.
- B. Fire Marshal position discussion
 - a. FF Christiansen has been doing a good job acting as fire inspector, completing driveway inspections, and working with the Deputy State Fire Marshal. There are risks associated for the district having a vacant fire marshal position. Administrative staff would like to begin recruiting for the fire marshal position to create a pool. This allows the district to cast a wide net of potential candidates when the district is ready to hire.
 - b. The process would be handled internally and is a proactive move to facilitate a hiring when ready.
 - c. There was discussion about a fire marshal position versus fire inspector position and the recommendations by the deputy state fire marshal, growth of our communities, and liability. The Deputy State Fire Marshal has agreed to provide guidance and assistance as available but cannot do all the tasks necessary for the District.
 - d. The board members had no objections to the staff beginning the fire marshal recruitment process.
- C. Lexipol policy update and discussion
 - a. Lexipol policies were sent out to the Board for review. The District is at a crossroads and needs to move forward with implementing the software and beginning training.
 - b. There are still a few policies that will need to be negotiated, including the drug policy. But the group is ready to begin implementing the system.
 - c. There was discussion of the process of using the Lexipol system, additional policies that will need to be created and reviewed, and final adoption process for the board at a later date.
 - d. General consensus was to begin use of the system and moving forward with its implementation.
- D. Miscellaneous
 - a. Secretary Hudson asked if the District received Vancouver's drug policy. Chief Smythe noted that the policy was received from Local 3215 and was being reviewed by senior staff. A copy will be sent to the Board this week.

New Business:

- A. Resolution 2020-21-003 Surplus Property Water Tender
 - a. The water tender in Rainier had a catastrophic pump failure. It is 40 years old. A water tender is currently being built to replace it. Chief Smythe is recommending surplus
 - b. In addition to the water tender, chainsaws and a slip pump tank will also be surplusd.
 - c. VP Niles moved to approve resolution 2020-21-003. Director McLane 2nd the motion. No further discussion. Unanimous vote, motion approved.
- B. Miscellaneous
 - a. None

Board Comments:

Secretary Hudson: Nothing at this time

Director McLane: Nothing at this time

VP Niles: Good meeting. Appreciate the weekly updates. Feels like communication is improving. Positive steps being made

Director Kreutzer: Just a reminder for those on the virtual meeting, people need to identify themselves prior to speaking for clear communication. Feel staff is doing a great job.

President Feige: Nothing at this time

Being no further business, the meeting was adjourned at 8:03 PM.