

Columbia River Fire & Rescue
Regular Meeting of the Boards of Directors
58577 McNulty Way, St. Helens
Or
Virtually via GoToMeeting and phone-in access
October 13, 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 7:00 pm.

Present: Kim McLane, Hans Feige, Gary Hudson, Mark Kreutzer, Kelly Niles

Absent: None

Others: Chief Smythe, DC Holsey, FD Nelson, RR Motherway, DC O'Connor

Flag Salute: President Feige

Changes to the agenda: None

Public Comment: None

Local 3215: None

CRFR Volunteers: None

Correspondence: Thank you note to the District, Oregon Employment Department information, Oregon State Fire Marshal school inspection schedule.

CRFR Consent Agenda: Included in the consent agenda are the minutes from the Regular Board meeting on September 8, 2020, checks 71725-71857 for \$359,738.12 and the financial statement as of August 31, 2020. Director McLane moved to approve. Secretary Hudson 2nd the motion.

There were questions regarding the checks to AER Fitness, District health insurance payments, Ken Garff and Blackbaud. There was a question regarding the previous year taxes accrual on the financial statement.

No further discussion. Unanimous vote, motion approved.

Chief Officers Report:

A bid process for an exhaust system at LBTC is in process. No further cost adjustments are anticipated from Rosenbauer. ASA franchise renegotiation is coming up. Toy & Joy will not be handing out toys this year due to COVID-19. The Volunteers are putting together online application options and ways to serve the public.

Old Business:

- A. Fire Chief Recruitment Update
 - a. Potential dates for interviews will be the first week of December. Assessment panels will include Board, budget/HR, community leaders/civic groups, cooperator group.
 - b. FD Nelson will work on coordination with Prothman.
- B. Fire Marshal position discussion

- a. Workload for the position is increasing as building is completing for the summer or people are trying to get started before the seasonal rains begin. Admin would like to start interviewing candidates for hiring sooner rather than later.
 - b. There was discussion about the urgency of the position and the role a new Fire Chief could have in the hiring.
 - c. Consensus was to begin the process of interviewing candidates. There is a chance for potential overlap and input from Fire Chief candidate.
- C. Miscellaneous
- a. None

New Business:

- A. Agenda Item: Surface Pro and iPad upgrade
 - a. The District needs to update its technology to aid in CAD updates and ImageTrend patient care. This is the first step in a multi-year upgrade. There was a discussion regarding the different platforms and need for upgrades to aid in community response.
 - b. Director Kreutzer moved to approve the purchase of Surface Pros and iPads to update field electronics for \$21,000. Director McLane 2nd the motion. No further discussion. Unanimous vote, motion approved.
- B. Agenda Item: St. Helens station remodel
 - a. Captain Cole obtained a bid from TNT Remodeling to update the station dorm rooms, medical supply office and offices. Subcontractors are Peak Electric and Viking Sprinklers. DC O'Connor attempted to gain quotes for this project last fiscal year and received no responses. Total project cost is \$45,000.
 - b. Director McLane moved to approve the St. Helens station remodel for \$45,000. VP Niles 2nd the motion. No further discussion. Unanimous vote, motion approved.
- C. St. Helens Urban Renewal Amendment #2
 - a. Director Kreutzer shared his history with the Urban Renewal District. There is a hearing on October 21st to discuss amendment 2.
- D. Miscellaneous
 - a. VP Niles believes the District is lacking an Administrative Division Chief. Operations, EMS, Training & Safety are represented. He would like staff to create an Administrative Division Chief job description.
 - b. Secretary Hudson stated that a Human Resources position is also important. There was mention of the District needing a strategic plan.

Board Comments:

Secretary Hudson: Looking forward to the Board retreat

Director McLane: Nothing at this time

Director Kreutzer: Nothing at this time

VP Niles: Happy to be here. Enjoying the great discussions the Board continues to have.

President Feige: Nothing at this time

Being no further business, the meeting was adjourned at 8:23 PM.