

Columbia River Fire & Rescue and Scappoose Rural Fire District
33342 SW Meadow Dr, Scappoose
Regular & Joint Meeting of the Board of Directors
December 12, 2019 7:00 pm

Regular Meeting: After due and legal notice the Regular meeting of the Scappoose Rural Fire District Board of Directors was called to order at 7:00 pm by Board President David Graham.

Present: David Grant, David Graham, David Sorenson, Ron Cairns, Andy Kriek

Absent: None

Others: Chief Hoke, DC Marks, DC Holsey, DC O'Connor, FD Salisbury, DC Pricher, R&R Motherway, FD Nelson, FF Dubois (7:07 pm), Lt. Neilson (7:07 pm), FF Ahlers (7:10 pm)

Flag Salute: President Graham led the flag salute.

New Business: SRFD Resolution 2019-07: Change of Meeting Schedule & Location

Director Sorenson moved to approve Resolution 2019-07 as presented, Director Cairns 2nd the motion. There was discussion about the change possibly making Board meetings extremely long or to contrast, not spend enough time discussing business to save non-members from longer discussions. Discussions were had at the OFDDA Conference with SDAO and there is not a problem having joint meetings. For the safe of the Chief Officers, it would be nice to reduce their time in meetings and work closer together. This is not written in stone. The decision to change back can happen. The IGA states periodic joint meetings. Is this change putting the cart before the horse? Chief Hoke recommended leading from the top. The unions are meeting together, staff are working together, etc. He recommends the Boards follow.

No further discussion. Aye-Cairns, Graham, Sorenson Nay-Kriek, Grant
Motion passes.

The regular meeting was adjourned at 7:09 pm.

The Joint Meeting of the Boards of Directors for Scappoose Rural Fire & Columbia River Fire & Rescue was called to order by the Board Presidents David Graham and Hans Feige at 7:09 pm. President Graham read a statement regarding a quorum of directors being present and that the meeting will allow deliberation, decision making and take public comment per the posted agenda.

President Feige noted that there are two places on the agenda for public comment. It was decided to do it one time at the beginning of the meeting.

Changes to the agenda: None

Public Comment: None

Local 1660 Comments: None

Local 3215 Comments: None

CRFR Volunteer Association Comments: R&R Motherway noted that toy & joy is going well. There is good support throughout the community. Distribution is 12/20. The new Volunteer Academy starts in January with EMR training.

Scappoose Volunteer Association Comments: FF Cates is out of town. R&R Motherway noted that similar activities for share & care are going on in Scappoose and the academy previously mentions covers Scappoose volunteers as well.

Correspondence: N/A

SRFD Consent agenda: Included in the consent agenda are minutes from the Regular Board meeting on November 14, 2019 checks 33623-33692 for \$184,419.63 and the financial statement as of December 12, 2019. Director Kriek moved to approve. Director Grant 2nd the motion.

Minutes should reflect a 3-1 vote for New Business B. President Graham did not vote.

No further discussion. Unanimous vote, motion approved.

CRFR Consent agenda: Included in the consent agenda re the minutes from the Regular Board meeting on November 12, 2019, checks 70179-70793 for \$282,806.31 and the financial statement for October 2019.

VP Niles moved to approve. Secretary Hudson 2nd the motion. There was a question about the check for Alternative Power Systems (SHS Generator project) and the check to OHA (GEMT fees). The format of the financial statement is a little different to include percentage spent/earned per section at year to date for comparison purposes. All sections of the budget are on target. Additional information is outlined in the finance reports later in the agenda.

No further discussion. Unanimous vote, motion approved.

Reports:

Chief Hoke—He would like to take the Hardship Review off the agenda. This should be set by policy and be based off the federal poverty guidelines. No need to bring to the Board. He will review all purchases over \$500 until he becomes more familiar with Districts spending habits. He would like to see the Boards be more productive in their time in the meetings and will be seeking alternatives to reviewing individual checks. That is too detailed. Their scope is more 15,000 ft level view. There was some discussion about increasing the level of detail on the financial statements for Scappoose to compensate for less detail on the checks. Maybe the check registers could just be for checks over a certain amount? Various options can be tried until a format is found.

Chief Hoke would like to begin billing facilities for calling 911 for lift assists. This will require a change in policy and all local agencies will receive a courtesy notice. It is not about generating revenue but changing behavior.

Chief Hoke discussed various topics including updating facilities using a capital bond; fielding questions about the direction of the IGA; exploring a public safety building with the city of St. Helens police; meeting with the Fire Chief from Sheridan and the tax rate variance between the Districts.

DC Smythe is currently at the Rosenbauer factory with members from the apparatus committee attending a pre-build meeting. His report noted a decrease in call volume for November. There were no weather events which could have contributed to the decrease.

DC Pricher reviewed his report including meetings, training and on-going projects.

DC Marks noted that the 2020 Volunteer Academy is preparing to begin. Sauvie Island will be attending the academy and sending six volunteers. Graduation dates will be communicated to the Boards so they can attend.

DC Holsey reviewed his report including Community Paramedic funding, compliance, meeting with Legacy, purchase of LUCAS monitors for CRFR and an update on flu within the county.

DC O'Connor noted that the St. Helens station generator project is complete, HVAC is being replaced, bay heaters at Rainier will be replaced, NFPA physicals will begin and Toy & Joy is in full swing.

There were no further questions regarding finances for FD Salisbury or Nelson.

R&R Motherway noted that volunteer candidate interviews took place on the 10th. Successful candidates are currently completing background check and physicals. The Academy starts in January. The Christmas toy programs are in full swing. There were six volunteers at the Merchant Auction.

Committee Reports:

CRFR Safety Committee—DC O'Connor noted that M472 had a minor scuff to the fender well, not a major incident. There were four vehicle incidents in 2019, down from 2018. The SOP has been updated twice.

SRFPD Safety Committee—DC O'Connor stated that the SCBA door will be reinstalled to eliminate diesel particulate from getting in the room and keep it cleaner. He also noted that seat belts need to be replaced on some apparatus seats.

No other meetings to update

No miscellaneous items

SRFPD Old Business:

A. Awards & Incentives Committee

- a. Did not meet.

B. Management Team Committee

- a. Did not meet.
- b. Chief Hoke would like to do a workshop in early January to review and analyze the Matrix report expected on 12/18. He will share some dates and try to get a date set.

C. Planning Committee

- a. A capital planning meeting needs to be scheduled.

D. Oversight Committee

- a. Nothing additional at this time. Workshop in January as discussed previously.

E. Resolution 2019-08 Supplemental Budget

- a. Seeking approval of supplemental budget to appropriate funds for the engine purchase approved at a previous meeting.
- b. Director Grant moved to approve the resolution. Director Cairns 2nd the motion.
- c. There was discussion on how the Budget Committee is involved in the process. FD Salisbury updates them on all significant changes during the year before the meeting.
- d. Unanimous vote, motion approved.

CRFR Old Business:

A. None

SRFPD New Business:

- A. New Board Policy on Harassment—First Reading
 - a. Director Sorenson moved to approve the Board Policy on Harassment. Director Kriek 2nd the motion.
 - b. There was discussion about training staff on the new policy as well as Leixpol addressing the change.
 - c. Unanimous vote, motion approved.
- B. Miscellaneous
 - a. None

CRFR New Business

- A. LUCAS Purchase
 - a. This purchase of LUCAS devices will finish the implementation began in 2018. Due to the District's long transport time, these tools give our citizens a better survival rate.
 - b. Director Kreutzer moved to approve the purchase of LUCAS devices for \$63,599.32. Director McLane 2nd the motion.
 - c. Unanimous vote, motion approved.
- B. Staff Vehicle Purchase
 - a. Per the IGA, CRFR provides a vehicle for the Fire Chief and SRFPD pays the gas and maintenance. CRFR will dispose of two vehicles with this purchase.
 - b. Secretary Hudson moved to approve the purchase of a staff vehicle for a total project cost of \$14,000. Director Kreutzer 2nd the motion.
 - c. Unanimous vote, motion approved.
- C. Miscellaneous
 - a. VP Niles would like CRFR to verify the current harassment policy to verify it is in compliance.

Board Comments:

Director Kreutzer—To save time, he would like to receive and read Chiefs' reports in the Board packet and then ask questions at the meeting. No need for each Chief to give report on items.

Director McLane—Thank you to SRFPD for approving the resolution. The meeting turned out good. This is a good step.

Secretary Hudson—He likes the direction the Boards are moving in and direct conversation.

VP Niles—He is glad SRFPD approved the resolution. It is good to present a united front and set a good example. If the Boards expect staff to work together, they must also work together with consistent messaging. Open communication and honesty will be critical.

President Feige—Nothing at this time.

President Graham—Nothing at this time

Director Sorenson—Thank you to everyone. This was a good meeting.

Director Cairns—He is looking forward to further progress.

Director Kriek—He will keep an open mind.

Director Grant—Did the District receive any thank you's this month?

Being no further business, the meeting was adjourned at 8:30 pm.

Next regular meeting is scheduled for January 9, 2020 at 7:00 pm at the CCOM Board room, 58611 McNulty Way, St. Helens