

Columbia River Fire and Rescue
270 Columbia Blvd, ST Helens, OR 97051
Regular Meeting of the Board of Directors
March 13, 2018 7:05 pm

Regular Meeting: After due and legal notice the Regular meeting of the Columbia River Fire & Rescue Board of Directors was called to order at 7:05 pm by Board President Hans Feige.

Present: President H Feige, K Niles, G Hudson, R Schlumpberger and M Kreutzer

Others: Chief Greisen, DC Coombs, DC Smythe, DC Pricher, LT Pulito, Rick Fletcher, and FF K Melton

Flag Salute: President Feige lead the flag salute

Changes to Agenda – President Feige added software update under miscellaneous in Old Business.

Public Comments: None

Local #3215: Kyle Melton brought up that they have been testing the new CrewSense program

CRF&R Volunteer Firefighters Association: Rick Fletcher reported that we have 6 new recruits in the spring fire academy. President Feige mentioned that he attended the last volunteer association meeting.

Correspondence: reviewed training correspondence of upcoming classes from Special Districts Association of Oregon

Committee Reports: Safety Minutes - Director Hudson would like a report on how many backing accidents we have had over the last few years. We need to look at our SOP's to see if we need updates for the use of SCBA's during fire investigations. Director Kreutzer asked if we check Carbon Monoxide (CO) levels around fire apparatus on emergency scene. We currently do not monitor CO on scene from apparatus exhaust. Health and Wellness Minutes – Director Hudson was concern about not using a NFPA doctor for the annual physicals as they really know what firefighters do. The yearly PAT test, what would happen if an employee could not pass it. The requirements would need to be setup as in; times could be longer and then shortened over time.

Chief Greisen presented Rick Fletcher with a certificate on being nominated for the 2017 Firehouse Emergency Vehicle Technician Award.

Consent Agenda: Included in the consent agenda are minutes from the February 2018 board meeting, February 27, 2018 joint IGA board meeting, and checks 68136-68278 for \$279,646.91 and financial

statement from January 2018. President Feige moved to approve. Director Schlumpberger 2nd the motion. There were questions about various payments including check #68181 in the amount of \$6,200 for the purchase of a vehicle from Oregon Department of Forestry. Division Chief Coombs explained that the vehicle was purchased for the community paramedic program and that Care Oregon will be reimbursing the district for the purchase. There were questions on cash management reports, EMS revenue income and a check #68256 to Pauly, Rodgers & Co, PC in the amount of \$10,000. Chief Greisen will look into these questions. Director Hudson made a recommendation that if directors have questions on the reports that we can call or e-mail the Chief or Financial Director to clarify the information provided. Director Niles stated that he may have an indirect conflict of interest with check #69181 as Oregon Department of Forestry is his employer.

No further discussion. Unanimous vote, Motion Approved

Old Business

Insurance Follow Up – There was a general discussion on property insurance and creating a committee to look into coverage and deductibles for the District. Points to review: we will be staying with SDAO, term of agent of record, values on structures and other areas if needed. President Feige appointed Director Niles and Director Schlumpberger to the committee.

Joint Board Meeting – Directors felt the joint meeting was beneficial and productive. Director Kreutzer has talked to Chief Terry Ney from Lane Fire Authority for a meeting. Chief Ney felt it would be best to talk to the joint board about their program. It was discussed that the first part of April might work best, Director Kreutzer will coordinate a date. Chief Greisen had provided a Fire Chief draft job description for their review and will be discussed at the April board meeting.

Evaluation of the Fire Chief – Discussed the evaluation process used by CRFR in the past along with the evaluation used by SRFD. Director Kreutzer had provided the chief with the sample used from the last evaluation of a past chief. It was agreed that Chief Greisen will send out a copy of SRFD evaluation to the Directors and make a recommendation on which one would work the best.

Software Update – DC Coombs and DC Smythe updated the board on the progress of the new software program along with the Columbia 911 CAD system. The Chiefs praised the excellent work that Firefighter Tim Hennigan and Jeff Lockhart did on the pre-hospital care reporting software program.

New Business

Budget Goals 2018/2019 – Personnel are currently working on the budget. What we need to consider on the budget: staff strategies, PERS long term effect, long term debt, Capital outlay plan, Ambulance and heart monitor replacement, vehicle maintenance (do we do more or less), and facility maintenance.

In the wellness report it mentioned a need to look into an exercise facility for personnel. Staff many want to look at the St Helens FARA exercise facility as a possibility.

Chief's comments

The Chief Officers reports provided in packet were reviewed.

The Finance Director report mentioned the need to upgrade the EMS billing system. Before any purchases are made we need to work with Scappoose Fire on this project.

Board Members' Comments

M Kreutzer – Will be working with Chief Ney on setting up the April meeting for a IGA joint board meeting

R Schlumpberger – The Joint board meeting went well.

G Hudson – Budget meeting is May 7th and we need a new budget calendar sent out.

K Niles – The joint board meeting went well and the SDAO conference was very educational with good supporting documents

H Feige - none

Board of Directors closed the general meeting at 8:45 pm to go into executives session and invited the public to return after the executive session.

The Board of directors went into executive session at 8:49pm per ORS 192.660 (2)(h) which allows the Board of Directors to meet in executive session to consult on current litigation.

The Board of Directors came out of executive meeting at 9:08pm

No public was present and with no other business, the meeting was adjourned at 9:09 pm

Hans Feige, Board President April 10, 2018

Gary Hudson, Secretary/Treasurer April 10, 2018