**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**October 13, 2021**

***Present:***

The meeting was called to order at 1900, October 13, 2021, in the meeting room at Station 21, 320 S. 1st Street, Hermiston, Oregon by Board President Ric Sherman. Those present included board members Eldon Marcum, Mike Hawman Spike Piersol and Jim Whelan, Fire Chief Scott Stanton, Battalion Chief Ed Clark and Board Clerk Reta Larson.

***Pledge of Allegiance:***

Eldon Marcum led the Pledge of Allegiance.

***Guests:***

None

***Minutes of September 8 Board Meeting and September 29 Special Board Meeting:***

Director Marcum moved to approve the September 29, 2021, special board meeting minutes. Director Piersol seconded the motion. Motion passed. Director Piersol moved to approve the September 8, board meeting minutes. Director Hawman seconded the motion. Motion passed.

***Financial Report:***

Clerk Larson presented the financial report beginning with the balance sheet. The balance sheet shows a balance of $382,684.11 in LGIP, $231,258.05 in Banner Bank with a total balance of $614,442.16. With this balance and the bond funding on October 20, the district should not have to borrow any money. The next report discussed was the budget. The taxes collected in September total $7,471.76 with $54,831.49 collected since July. The ambulance revenue collected during the month of September was $188,789.59 for a total of $568,827.57 collected this budget year. Maintenance Fees collected during the month of September totaled $1,710.00. Grant money collected during the month of September totaled $13,569.23. Money collected from Intergovernmental Agreements during the month of September totaled $15,918.12. Miscellaneous Revenue collected during the month of September totaled $4228.20. Total revenue collected during the month of September was $231,686.90. For expenses during the month of September, Personal Services totaled $924.216.66, Materials and Services totaled $77,001.80 and Capital Outlay totaled $19,567.51. Expenses for the month of September totaled $1,020,785.97. The final report is the bank transaction report. Check number 9945 for $8,437,67 to Bound Tree Medical is for medical supplies. Check number 9948 for $5,370.00 to Cascade Fire Equipment is for wild land equipment and part of a grant that we have already received funds from. Check number 9952 for $7,297.19 to Commercial Tire is for 4 new tires for Engine 21, 6 tires for an interface apparatus and tires for a command vehicle. Check number 9956 for $6,923.00 to Elite Extrication and Equipment is for extrication equipment to standardize the equipment on all the apparatus. Check number 9964 to Oxarc in the amount of $1,131.80 is approximately $600.00 for N95 masks and the balance for oxygen for the ambulances. Check number 9976 for $16,587.50 to Sea Western is for turnouts. Check number 9983 to Speedy Septic for $4,158.00 is for plumbing work at Station 23. Check number 9992 to Banner Bank for $3,166.52 is credit card expenses. Check number 9998 to Highway Products Inc. for $7,274.51 is for the boxes for Ryan Campbell’s new mechanic vehicle. The final expenses include the monthly payment to CIS for Medical, Dental and life insurance premiums for $67,610.18. The total expenses for September is $611,986.37. Outstanding revenue expected to be collected include GEMT money in the amount of $57,000.00, conflagration funds in the amount of $40,000.00, Haz Mat funds in the amount of $9,000.00 and reimbursement for the seismic grant in the amount of $10,000.00. After the funding of the bond on October 20, we will pay off all debt and receive reimbursement for the tower payment of $64,574.00, $15,000.00 for the S & P Ratings and $3,000.00 reimbursement for the installation of the 3 load systems. Also, we will begin to receive FireMed revenue from Life Flight. The last item discussed was a FEMA grant that has been applied for to cover COVID expenses. It looks favorable that we may receive this grant is the amount of $160,000.00 to $180,000.00. Director Whelan moved to approve September expenses in the amount of $611,986.37. This was seconded by Director Marcum. Motion passed.

***Communications:***

Board President Sherman asked if the Fire Fighters Association is planning on conducting Halloween festivities and Director Marcum assured that there would be open houses at both Station 21 and Station 24 where hotdogs and other items would be available.

***Chief’s Report:***

See attached report. The district responded on 459 calls during September. Jeff Armstrong is home and visited the station this week. Jeremy Grazier submitted his resignation effective October 17. A Good Shepherd Foundation Grant in the amount of $8,900.00 has been awarded to the district to purchase AED’s for all command vehicles.

***Chaplain’s Report:***

See attached report. Terry Cummings reported on the activities that the chaplain’s participated in during the months of July – September. Terry touched on the high number of counseling sessions that were conducted during those months with a total of 21. Terry expressed his appreciation for how lucky he is to be able to do what he and the other chaplain’s do with such enthusiastic support from the board and district.

***Old Business:***

Bond update: See Bond Sources and Uses of Funds Sheet with final numbers. Chief Stanton explained that when the bonds were sold, the district received a premium of $656,647.10. Chief reported that the two ambulances that have been ordered were estimated to cost $250,000.00 each. They were priced at $238,000.00; this is a savings of $12,000.00 each. This cost includes the load systems and cots. There will be approximately a $11,000.00 savings on the transport ambulance that will be approved later in the meeting. The district will save money on the Tahoe’s that have been ordered. There is a savings of about $9,000.00 on the load systems. Chief estimated $102,500.00 for turnouts, but Wes Blood has reported the cost to only be $42,000.00. Chief is looking into this further. There is approximately a $60,000 savings on the estimate for the underwriting. All the savings equal about $125,000.00. The $125,000.00 with the premium received is about $750.000.00 which Chief says we will need with the increase cost of construction materials. Chief reported that a bond oversite committee meeting was held last evening. The next meeting will be held in Stanfield the second Tuesday of the month. The mission and goals and objectives were part of the discussion for the meeting.

Station 25 state

Permit update: They have finally responded, and we now know what we need to do. Chief expects that within the next 30 – 60 days this should be complete.

Dispatch Update: Chief Stanton attended the user group with Chief Forquer. Chief did ask them about their RFP for the evaluation to look at the entire operation. The dispatch contract has not been signed. The contract increased by 14 percent. Chief wants some answers to response questions before he pays them. Chief expects that he will have to go before the board of commissioners to get any satisfaction, but that is what they will do if need be.

Board Policy Review: Directors Whelan and Hawman met with Chief Stanton today. The policies included the following updates:

1. Public Meetings Policy: Date change only.
2. Board of Directors Officer Duties Policy: There was a change to duties of the president regarding consultation with the Fire Chief regarding the preparation of each board meeting agenda and duties of the secretary-treasurer the first bullet last sentence added discretion of secretary-treasurer to delegate responsibilities to board clerk.
3. Disposal of Surplus Property Policy: Date change only.
4. Public Meetings Policy: Page 4 added Communications between board members includes telephone conference and social gatherings.
5. Ethics Law Policy: Date change only.
6. Duties & Responsibilities of the board policy: Date change only.
7. Fees for False Alarm Policy: Date change only.
8. Reimbursement & Compensation Policy: Combined in to one policy and date change.
9. Public Records Policy: Under the 3rd bullet changed fees to $30.00/hour and date change.
10. Membership on the Board Policy: Changes under qualifications and date change.

Director Hawman moved to accept the above changes to the board policies. Director Piersol seconded. Motion passed.

OMD fire protection

Contract: Nothing new to report.

GEMT – managed care: Chief reports that he expects to receive approximately $200,000.00 in the spring. The payments will be retroactive to January 2021.

Transport ambulance

approval: A type 2 2022 Dodge Ram gas chassis. The price is $97,732.00 with an additional $42,000 for the load system. Director Whelan moved to purchase the Dodge chassis. This was seconded by Director Marcum. Motion passed.

FireMed/Life Flight

For Board Members: Board President Sherman asked if anything needs to be done to continue these memberships for board members and previous board members and spouses. Director Hawman moved to renew FireMed/Life Flight for board members and spouses/families. This was seconded by Director Piersol. Motion passed.

Board President Sherman asked about the depot lands and if there have been any updates. Chief Stanton reported that they expect to have the land transferred by the end of the year. Chief reiterated that Representative Greg Smith has promised a seat at the table when the time comes to talk about enterprise zones.

***New Business:***

Computer & Server

Issues: The City feels that it is time for us to move to our own server. The City is giving us their old server. Our IT costs will increase to $24,000.00. We need to investigate purchasing our own telephone system soon.

Governor’s Mandate: Chief Stanton reported that all career staff have either turned in their vaccination card or religious exemption. There are a few POC’s who have not turned in anything yet but have until the 18th of October. Chief reports that there are some employees looking to move out of the state due to the mandate.

Haz Mat Team Status/

Funding: The Haz Mat Team is funded for 18 positions. The budget has not increased in years. It is getting increasingly difficult to recruit members for the team. Chief Stanton’s question to the board is if it is worthwhile to use general fund money to incentivize participation on the team. Chief will bring a plan to the board in January or February.

Jeff Armstrong Update: Jeff is doing much better, but his physician has said that he will not be able to work as a firefighter/paramedic again. He will most likely medically retire. His worker’s compensation claim has been denied. Jeff’s sick leave and vacation will run out in January or February. Jeff’s recovery will take at least another year.

 Load Systems/Power Cots

 For New Ambulance: The load systems are increasing in cost January 2022. Chief would like approval to purchase two power cots and two load systems for $42,000.00/each. Director Marcum moved to purchase 2 power cots and 2 load systems before the price increase. Director Whelan seconded. Motion passed.

Recruiting: Director Marcum asked about recruiting efforts planned. Nic will be presenting in January on recruiting to the board. Chief Cearns will also be there to report on his efforts in recruitment and retention.

**Board Comments:**

Director Whelan reported that he talked to Josh Burns about the cyber insurance delay due to the investigation into the computer breach that occurred. When the investigation is complete, then the insurance can be issued.

Director Marcum thanked Chaplain Cummings and his crew for their work and efforts.

Director Sherman wanted it passed on how much the board appreciates and values all the employees.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2030.