**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting Minutes**

**November 10, 2021**

***Present:***

The meeting was called to order at 1900, November 10, 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, Deputy Chief of Operations Jimmy Davis, Division Chief of EMS & Training Richard Cearns, Recruitment & Retention Coordinator Nickolas Oatley, Fire Chief Scott Stanton remotely and Board Clerk Reta Larson.

***Pledge of Allegiance:***

Eldon Marcum led the Pledge of Allegiance.

***Guests:***

Josh Burns with Swanson Insurance Group

***Minutes of October 13 Board Meeting***

Director Marcum moved to approve the October 13, 2021, board meeting minutes. Director Piersol seconded the motion. Motion passed.

***Financial Report:***

Clerk Larson presented the financial report beginning with the budget. No taxes were reported to be collected during the month of October. The ambulance revenue collected during the month of October was $166,093.65 for a total of $734,921.22 year to date. As Chief Davis noted, ambulance revenue is down which is concerning considering that our runs are up by approximately 600 calls. Maintenance Fees collected during the month of October totaled $236.50. Grant money collected during the month totaled $14,958.27. Money collected from Intergovernmental Agreements totaled $4,874.70. Miscellaneous Revenue collected totaled $3,119.66. Total revenue collected during the month of October was $189,282.78. For expenses during the month of October, Personal Services totaled $99,893.28, Materials and Services totaled $198,903.33 and Capital Outlay totaled $8,914.44. Expenses for the month of October totaled $307,711.05. With no questions on the budget, the next report to review was the balance sheet. In the future there will be two balance sheets, one showing the general fund and the other showing the bond accounts. As the bond fund accounts have not yet been set up in the Tyler Software, Clerk Larson just gave current balances directly from the LGIP statements. The balance in the bond LGIP account is $5,430,389.13 and the bond checking account at Banner Bank balance is $11,495.68. The balance in the LGIP regular account is $687.016.76. In the Banner Bank regular checking account, the balance is $93,605.51 for an ending balance of $781,122.27. There was a tax payment received yesterday in the regular LGIP account in the amount of $595,622.97 and taxes received in the LGIP bond account totaled $54,979.74. With no questions regarding the balance sheet, the final report discussed was the bank transaction report. Due to the bond activity being run through the general fund, the total amount shown for expenses on this report showed $6,338,008.46. Clerk Larson discussed those expense related to the bond that should be deducted from this amount to arrive at the correct expense amount for October. The checks to be deducted from the total amount are as follows:

* Check number 10051 to Mersereau Sannon LLP, in the amount of $27,500.00. This was payment to the bond attorneys.
* Draft number 000584 was the Bond Withdrawal amount to pay the district back for those bond expenses paid out of the general fund. This amount was $230,671.10.
* Check number 10039 to Ammonia Safety & Training Institute in the amount of $3,500.00 was a reimbursable amount from the State Fire Marshal’s Office for items for the Haz Mat team.
* Check number 10045 to SDAO. The check amount was $19,125.00. $15,000.00 of this was actual bond work expense with the other $4125.00 being our annual SDAO dues.
* Check number 10047 to Stryker for $$72,595.59 was for the load systems which was a bond expense.
* Check 10049 to Zions Bancorporation for $8000.00 was a bond reimbursement.
* Draft number 000586 was the transfer of the Bond money to the LGIP account. This amount is $5,373,000.00.

The total of the above items is $5,730,266.69. When you subtract this amount from the total of $6,338,008.46 from page 4 of the bank transaction report, it leaves a total of $607,741.77. This is the true amount of October expenses. 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. Chief Stanton reported that the $10,000.00 has been received for the seismic grant. Chief Stanton also reported that he has been in contact with the State of Oregon, and they have processed the conflagration claim, so the $40,000.00 from that should be collected any time. Director Marcum asked about the $3402.50 payment to Local 2752. This amount is union dues collected from each union member from their paycheck, then paid back to the union. Director Hawman asked if the Seismic grant funds would be run through a separate fund. These expenses will be run through the general fund. Director Hawman moved to approve October expenses in the amount of $607,741.77. This was seconded by Director Whelan. Motion passed.

***Communications:***

Director Marcum reported that Halloween was celebrated both the night before and on Halloween at the Stanfield Station 24 and on Halloween night at Station 21 in Hermiston with approximately 660 hotdogs cooked from both events.

***Chief’s Report:***

See attached report. Chief Davis gave the report for Chief Stanton. Chief Davis reported that our cal volume is up approximately 14 percent from last year. This increase is taking a toll on both personnel and equipment. Jimmy reported that October was the first time that minimum staffing dropped below 7. Station 22 had to be closed several shifts due to the staffing issues. Minimum staffing costs for the month totaled $29,497.32. Paul Diaz and Andrew Corral have graduated from the academy and will now go to shift work to help with the staffing issue. Armstrong is recovering more every day and is dependent on oxygen less and less. He is pursuing a medical retirement and some type of settlement through worker’s comp. Chief Cearns highlighted training hours of 938.39 during the month of October. Chief Davis reported the Ryan was able to get Medic 25 back up running today. Chief Davis has been helping Umatilla Rural Fire District implement some OSHA and OHA mandates.

***Old Business:***

Bond update: Chief Stanton reported that the checks for the bond account have arrived. The award of the contract for the Construction Manager/General Contractor to McCormack Construction will be completed later in the meeting. Chief will meet with McCormack Construction next week. Chief will check in with David Ulbricht to make sure that everything is being done with the bond and the seismic grant.

Station 25 state

Permit update: The last thing needed are pictures of the foundation when it was being poured to submit to the state.

Dispatch Update: Chiefs Stanton and Forquer met with Sheriff Rowan and dispatch manager Karen Primmer. A pretty frank conversation regarding the needs of the fire district and their inability to meet national standards. This is greatly affecting our employees and our ability to respond correctly for our citizens that we serve. They have secured funding for the RFP to hire a firm to evaluate the dispatch center. Sheriff Rowan was to meet with the county commissioners this week. Both Chiefs Stanton and Forquer have sent letters to the commissioners encouraging them to support the evaluation process as it is greatly needed. Chief will follow up with Sheriff Rowan upon his return.

OMD fire protection

Contract: Nothing new to report.

GEMT – managed care: Chief participated in a webinar a few weeks ago. In discussions with OFCA representatives, $18.9 million dollars is what is reported to be available to providers. Chief is not sure where this amount came from or why it is so low. Originally when this was in its infancy the amount discussed was 100 million dollars. If 18.9 million dollars is correct, then the best that we can hope for is $300,000.00 to $400,000.00 annually.

Computer & Server

Issues: Chief Davis reported on the cyber-attack. BlueVoyant is the company that was hired to investigate the breach. They are finished with the 30-day monitoring or our computer systems and found that nothing was breached beyond the actual computer. The issue now is the City of requesting a quote from BlueVoyant to check their computers. Our attorney recommends that BlueVoyant stay with our investigation and if the City wants a firm they need to hire their own so BlueVoyant is not caught in the middle. This is still being worked through. There will be more to report next month.

Governor’s Mandate: Chief Stanton reported that we did lose Jeremy Grazier a little earlier than his original resignation date. Chief Davis reported that we are 100 percent compliant with the mandate.

***New Business:***

Award CM/GC contract: The district has gone through the RFP process to hire a construction manager/general contractor. Through this process, McCormack Construction was the top choice of the four proposals received. Chief has sent a letter of intent to award McCormack Construction the contract. Director Piersol moved to award the construction manager/general contractor contract to McCormack Construction. This was seconded by Director Whelan. Motion passed.

SDAO Insurance Provider

Change: Chief turned to meeting over to Josh Burns from Swanson Insurance Group. Chief Stanton feels that over the past year that we have not received the best service from Graybeal Group. Chief Stanton recommends that we move to Swanson Insurance Group to be the district’s agent of record. Josh is excited at the prospect of serving as the district’s agent of record. Director Whelan asked about the cyber insurance policy. Josh reported that now that BlueVoyant has completed their investigation, Cow Bell is going to issue another quote. Director Hawman asked how you choose which policy to pick of Cow Bell’s offerings? Josh reported that they put together a policy that fits your organization’s needs. Director Whelan moved to make Josh Burns (Swanson Insurance Group) our agent of record. This was seconded by Director Piersol Motion passed.

Station 23 Seismic Grant

Application: Chief Stanton just needs the district approval to move forward with submitting the application for the seismic grant to the state. Director Marcum moved to go forward with the application for the seismic grant. This was seconded by Director Piersol. Motion passed.

FireMed/Life Flight for

Chaplains: Chief Davis has put together a policy to make this much easier every year when the FIreMed/Life Flight issue comes up. Chief Stanton suggested a board policy to address the issue as well. The board agreed that we should have a policy. Director Marcum moved to provide FireMed for the Chaplains. This was seconded by Director Whelan. Motion passed.

Director Sherman asked both Directors Whelan and Marcum for their opinions on the OFDDA Conference held in Ashland. Director Marcum felt that it is redundant. Director Marcum feels that some new topics need to be brought to the conference. Director Whelan says that he would never drive seven hours one way to attend another one.

**Board Comments:**

Director Marcum wanted the district to purchase a new shredder for the front office as the one they currently use is broken. Chief Stanton stated that one would be purchased to replace the broken one.

Director Piersol reported that he is a great grandfather again.

Board President Sherman reported that tomorrow is Veteran’s Day so everyone should honor our veterans.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 1959.