**MINUTES**

**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting**

**May 13, 2020**

***Present:***

The meeting was called to order at 1917, May 13, 2020, in the meeting room at Station 23, 78760 Westland Road, Hermiston, Oregon by Board President Ric Sherman. Those present included board members Bruce Naugher, Eldon Marcum, Mike Hawman, Fire Chief Scott Stanton, Deputy Chief of Operations Jimmy Davis, Division Chief of Training Richard Cearns, Fire Marshal Scott Goff and via remote access, Board Clerk Reta Larson.

***Guests:***

 None

***Minutes of April Meeting:***

Director Hawman moved to approve the minutes from the April 8, 2020 meeting. Director Naugher seconded the motion. Motion passed.

***Financial Report:***

Chief Stanton reported the balance sheet shows a total $1,753,583.68 as of May 13, 2020 which is a little less than last year at this same time and Chief attributes that to the increase in the PERS deduction. The next report were the expenses for the month of April. Chief Stanton touched on the Bound Tree cost of $12,908.07, which are EMS supplies, Tyler Technologies, two checks totaling $10,813.20, which is the new payroll and accounts payable software, Umatilla County Dispatch 4th quarter payment of $31,237.17, Sea Western in the amount of $19,982.70 for new turnouts, EBS trust in the amount of $68,268.60 for monthly health insurance premiums and April payroll totaling $421,239.35 for a total of $623,636.39 for April expenses. Director Sherman asked what the $2500.00 check to city of Hermiston was for. Chief Stanton explained that it was for training presented by Dr. Stephanie Kahn. Chief Stanton acknowledged that the EMS supplies were high, but is hopeful that we may recoup some money through either a FEMA grant or FEMA reimbursement for COVID 19 costs, but does not expect to receive any reimbursement this fiscal year. Director Hawman asked about training requirements. Chief Cearns briefly explained the State of Oregon requirements. Director Hawman was specifically concerned about training during the COVID 19 shut down. Chief Cearns explained that training was being done on line but facility training will have to be made up. The next report were the current checks signed at the tonight’s board meeting. There were large checks written to Tyler Technologies for the ongoing software implementation, a third quarter dispatch payment that was missed in November and $18,750.07 written to AO Triton Consulting for their work on the GEMT cost reports. Director Hawman asked about how much we will have to pay each year to maintain our new software. Chief Stanton is not sure but thinks it will be around $4000.00 annually. Director Marcum moved to pay April expenses in the amount of $623,636.39. This was seconded by Director Hawman. Motion passed. The last document reviewed was the Profit and Loss report. Chief Stanton predicts that we should exceed the budgeted amount in ambulance revenues and current taxes. Director Hawman asked about payroll protection money due to the COVIID 19 pandemic. Chief Stanton explained that we had received over $57,000.00 in stimulus funds. Chief Stanton agreed that is it worth exploring whether we may be able to receive some more stimulus funding. On the expense side of the budget, we are right in line with what has been budgeted with the exception being the retirement line item. Chief explained that we will have to pay for the two new apparatus in the next two to four weeks in the amount of over $119,000.00. The hope is to have the new engines in service by June 1. Director Hawman expressed concern regarding whether we can make it through until we receive our taxes in November. Chief Statnon feels with the GEMT money that we will receive in June ($273,000.00) and the continued ambulance revenue we should make it through. We also have the line of credit if we need it. The executive staff is planning on meeting in June to have a plan in place if the tax revenues fall short of what has been budgeted.

***Communications:***

Director Marcum reported that the volunteer association donated $500.00 to the Milton- Freewater livestock show. The fireworks have been ordered and the permit has been applied for to have the fireworks on the football field in Stanfield.

***Chief’s Report:***

See attached report. Chief reported that April’s calls were down from the previous year. Chief ran the calls for the first twelve days of May. This showed that the calls are up for May to date. Chief will keep an eye on this to see what the month of May will reveal. Chief Davis briefed the board on Gabe Billings status and his stress related claim that has been denied by our workers compensation carrier. The district is in the process of determining his fit for duty status and also protecting the district. With Mark Johnson’s anticipated retirement, the district is in the process of establishing a hiring list.

***Old Business:***

Station 25: Director Hawman reported that the frame of the building is up and two sides have tin up. The completion date is anticipated to be August 15.

Annexation Updates: The hearing was held on May 6 and effective that day, the Hat Rock and Salmon Point area is officially in UCFD1. The district will not receive any tax money from this annexation until next budget year. The total area annexed was approximately 3000 acres. Things are happening on the depot grounds. There has been some discussion on us taking on the Morrow County piece of the depot grounds. The board was in agreement that we should take all of the Morrow County land that is part of the depot if it is proposed to us. There is nothing new to report on Umatilla Rural.

Tyler Technologies

Payroll Status: Everything is on pace to be operational by July 1.

Strategic Planning

Process: Chief Stanton projects that Chief Forquer will have the finishing touches on the plan by the end of next week so should be able to pull the large stake holder group together after that. Adoption is anticipated at possibly the July board meeting.

Proposed Bond

Estimates: Chief Stanton estimates that the bond will be around 10.5 million. The cap that the board has proposed for the bond is .25/1000. The City of Hermiston has agreed to give us an area where we can build some offices and living quarters for battalion chiefs and turnout rooms and a new SCBA compressor room. Also needed is some remodeling to the upstairs to make it gender friendly. If we can get the bond approved, we can do the upgrades to the stations and proceed with the proposed rolling stock upgrades. Next month Chief Stanton said that if the board desires, he can have Pac West present some proposals at the next board meeting.

***New Business:***

FireMed Program

and Life Flight: Life Flight presented information that they believe they can increase our membership to 4500 memberships. Chief Stanton was unaware that we are the only entity from Hood River east to Ontario that does our own Life Flight campaign. They will do the entire marketing, collection and membership card disbursement. They guarantee a certain amount of increase each year. Director Marcum motioned to have Life Flight take over the Life Flight/FireMed membership campaign. This was seconded by Director Hawman. Motion passed.

**Board Member Comments:**

Director Hawman thanked the district for dinner prior to the budget committee

Director Sherman wants to throw a party for Chief Forquer when he is ready to leave. Chief Stanton does not expect him to be leaving anytime soon. He is also looking forward to how the proposed new fire district comes out next Tuesday. This proposal includes the districts of Helix, City of Athena and East Umatilla Rural Fire Protection District (Adams & Weston). If passed, the new district will be East Umatilla Fire & Rescue.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2003.