

HOODLAND FIRE DISTRICT # 74
BOARD MEETING MINUTES
May 8, 2018

Those Present: Board Members: Cliff Fortune, Pat Buckley, Ron Partlow, John Pruden, and Darcy Lais. Staff: Fire Chief; John Ingrao, Administrative Assistant; Kelli Ewing, Lt. Scott Kline, Lt. Andy Figini, SFF Tony Hadeed, FF Nick Miller, FF Debra Sinz, FF Melinda Caldwell, FF Corey Marlowe, EMR Gary Brandt, and Sally Chester.

1. Call to order: By Pat Buckley at 7:00 PM.
2. Pledge of allegiance led by Pat Buckley.
3. Persons to be heard, none.
4. Approval of Minutes.

A. Board Meeting Minutes on Tuesday April 10, 2018.

MOTION MADE: By Cliff Fortune to approve April 10, 2018 Board Meeting minutes as submitted.

2ND: By John Pruden.

DISCUSSION: None.

PASSED: Unanimously.

B. Budget Committee Meeting Minutes on Tuesday April 24, 2018.

MOTION MADE: By Darcy Lais to approve April 24, 2018 Budget Committee Meeting minutes as submitted.

2ND: By Ron Partlow.

DISCUSSION: None.

PASSED: Unanimously.

C. Special Board Meeting and Work Session Minutes on Saturday April 28, 2018.

MOTION MADE: By Cliff Fortune to approve April 28, 2018 Special Board Meeting and Work Session Minutes as submitted.

2ND: By Darcy Lais.

DISCUSSION: None.

PASSED: Unanimously.

4. Continued

D. Second Budget Committee Meeting Minutes on Tuesday May 1, 2018.

MOTION MADE: By John Pruden to approve May 1, 2018 Second Budget
Committee Meeting Minutes as submitted.

2ND: By Ron Partlow.

DISCUSSION: None.

PASSED: Unanimously.

5. Communications by Chief John Ingrao.

A. Daily Dispatch Article quoted Tyler Myers at a course he recently
attended.

B. Thank you card from Hospice Staff for providing transportation to remote
area for them to deliver care.

C. Sandy Post Amazing Kids article featuring the Levesque Triplets.

D. Sandy Post Article featuring Jonathan Frank on the cover.

E. \$10 donation for the Benevolent Fund.

F. To honor us on Saint Florian's Day Hoodland Lutheran Church gave us a
thank you card and lunch for 15 people.

G. Thank you card and Dairy Queen from a patient.

H. 2018-2019 Tax Growth Value Estimates from a Clackamas County.

6. Reports:

A. Government Camp Station Report by Chief John Ingrao

i. At the Board Work Session the Board denied the bid and returned
the bid bond.

ii. Regarding next steps, John Watts recommended that we make a
plan with Blane Skowhede and then go back to the county and ask
for approval of changes.

iii. Chief Ingrao, Pat Buckley, and Blane Skowhede had a meeting
regarding breaking the jobs into smaller projects. The projects will
be prioritized into smaller projects.

6. A. iii. Continued

- a. Project #1: Make two bedrooms into three and add additional window.
- b. Project #2: Convert bathroom to meet ADA standards.
- c. Project #3: Upgrade electrical including energy conservation lights and new generator.
- d. Roof is okay, but will need maintenance.

B. Chief's Report by Chief John Ingrao

- i. Tally: 2018 YTD is 293. We are down 32 calls from last year. 54 calls in the month of April. The calls breakdown to 1 Fire, 32 Rescue & EMS, 9 Service Calls, 8 Good Intent Calls, 3 False Alarms, and 1 Citizen Complaint.
- ii. Civil Service Entry Level Testing complete and we currently have five on the list. Tony Hadeed came out #1 on the list.

C. Prevention by Fire Marshal Scott Kline

- i. Deputy State Fire Marshall came out to do a DHS inspection on the Preschool.
- ii. Working on Mobile Inspections on Image Trend.
- iii. Issues with the sprinkler system at Golden Poles.
- iv. Plans for demolition of Snowline Motel and gas station to put in a 29 Unit RV Park. Will need additional hydrants in the area.
- v. Plans for Team Teaching at Welches K-3. Will need help from C.E.R.T. and volunteers.
- vi. Working on GIS online map design course.
- vii. Updating plan of cooperation with State Fire Marshall's Office.
- viii. Planning to write a grant through Fire House Sub's Foundation to help pay for Smoke and Carbon Monoxide Detectors.

D. Safety Committee by Fire Chief John Ingrao

- i. No new issues.

6. Continued

E. EMS by Fire Chief John Ingrao

- i. Doing CPR training for USFS and Resort at the Mountain.
- ii. Still have medication shortage issues. Our physician advisor is aware of the issue. We can get some of the medications from AMR because they still get the medications because they have stock piles.
- iii. Cascade Training coming in to do a Hemorrhage Drill tomorrow.
- iv. Tony Hadeed passed his Paramedic Test and Dmitriy Tsygipalo passed his EMT.

F. Training by Lt. Andy Figini

- i. Explained report and what to expect in the future.
- ii. Updated training calendar will be in the report.
- iii. Training Company is Thursday at 6pm and Saturdays at 8am.
- iv. Received new nozzles. Working on a training plan because they are a lower PSI.

G. Special Rescue by Fire Chief John Ingrao

- i. Matt Nicholson is now a Swift Water Rescue Technician. Others are going through their recertification.
- ii. Clackamas Fire will Sticker the Special Rescue trailer for material costs because the original vendor quote was too high.

H. Union by Lt. Andy Figini

- i. Tyler Myers went to Firefighter Safety Class. He will be coming up with a plan to pass on what he learned.
- ii. Phil Burks attended a Serious Accident Investigation class and will be teaching a class to pass on what he learned.
- iii. Matt Nicholson took a Swift Water Rescue course and got certified.

6. Continued

I. Volunteers.

- i. Firefighters are in the last six months of their two year recert for training hours so they have been getting lots of email notifications to make sure they complete their hours.
- ii. Volunteers are being assigned SOG Review on Target Solutions.
- iii. Volunteers are getting involved by helping teach the Training Company.
- iv. Nice to see younger volunteers featured in the Sandy Post. This also helps with recruiting.
- v. Dana Waldron received his instructor certification and was able to teach Training Company Drill.
- vi. Volunteers are excited for the Bleeding Control Drill tomorrow.
- vii. Currently have 15-20 Fire Volunteers and will be adding 5 more from Training Company.

J. C.E.R.T. by Debra Sinz

- i. C.E.R.T. Quarterly Simulation on April 21, 2018 included Physical Agility Assessment and Earthquake Search and Rescue Simulation. Simulation included activation, gathered items, headed to Brightwood Station. There was a briefing, teams created, search and rescue, etc. Practiced radio communications and used a script.
- ii. Monthly trainings are focused on 20% classroom and 80% practical. Members are enjoying doing more hands on training.
- iii. Had a few interviews for community members interested in joining C.E.R.T. Will be having an open C.E.R.T. Basic class starting September. Those interested in becoming members are mostly retired people.
- iv. David Khoury is now a new committee member in charge of Logistics. He will be in charge of the C.E.R.T Shed, Trailer, and Radios.

6. J. Continued

v. Next training has changed to Rehab to prepare to help with Training Company's Burn to Learn.

vii. Last month C.E.R.T. put in 71 hours.

K. Support Group by Sally Chester.

i. Most of the members had their ID pictures taken.

ii. Helmet Day changed to June 13th and will be at the Lion's Club instead of Shopping Center.

iii. Will be providing sandwiches for the Training Company Burn to Learn.

iv. Will be providing food for the Training Company Graduation.

v. Sandy Post asked for nominations for Amazing Kids and Krista Frank nominated Levesque Triplets, Jonathan Frank, and Emma McAbery. Sandy Post decided to do articles on all of the kids instead just one.

7. Unfinished Business.

A. Board Lunch on Friday May 25, 2018.

i. Four maybe five board members said they would be able to attend.

B. Strategic Planning Updates.

i. Goal #3: Looking into transport capable rescue. AMR and Clackamas County will not give us the response data. We are still trying to get the data and will ask our Physician Advisor for help. Sandy Fire is also having issues with delayed AMR response times on their second and third calls. We need to focus on getting the changes for the Government Camp Station approved before we can actively pursue this further.

8. New Business.

A. Retain HR Consultant.

i. Chief will need to meet with John Watts to have a line out a fee schedule and a fee cap.

8. A. Continued

- ii. Budgeted \$15,000 to hire a HR Consultant. This person will be available for Chief to consult regarding personnel matters.

MOTION MADE: By John Pruden to retain an HR Consultant to assist the district.

2ND: By Cliff Fortune.

DISCUSSION: None.

PASSED: Unanimously.

9. Motion to pay the bills.

- A. Pay all bills as submitted.

MOTION MADE: By Darcy Lais to pay all bills as submitted.

2ND: By John Pruden.

DISCUSSION: None.

PASSED: Unanimously.

10. Board Members Comments.

- A. Darcy – Congratulations Tony on getting your Paramedic Certification and for coming out #1 on the List. Good job Andy on Training.

- B. Cliff – Congratulations Tony. Andy keep up the good work. Glad to see staff and volunteers taking outside training. Good job to the young volunteers in the Sandy Post. Thank you to everyone involved in the Budget Process.

- C. Ron – Noticing a change in more training and forward thinking.

- D. John - Glad we are spending money wisely and being a professional department.

- E. Pat – Good job Tony on Paramedic and Dmitriy on your EMT. Recently went to a meeting at Timberline regarding their development plans. Concerned about the effect it will have on the district.

11. Executive Session, none.

12. Other New Business.

- A. Retired BC Buck is doing better and is now out of the hospital. He came by to say thank you.

12. Continued

B. Chief Ingrao will be out of the country from May 11 – 21st. Lt. Kline is taking over District Responsibilities. Joe and DOs are helping out to cover the district.

13. Adjournment.

Meeting adjourned by Pat Buckley at 8:04 PM

Notes Typed By: Kelli Ewing