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# HOODLAND FIRE DISTRICT #74

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69634 E. Hwy 26 • Welches, Oregon 97067  
hoodland@hoodlandfire.org  
Phone 503-622-3256  
Fax 503-622-3125

## **BOARD OF DIRECTORS MEETING AGENDA** **OCTOBER 13, 2020** **7:00 PM**

To attend the meeting, please join via Zoom Meeting  
<https://zoom.us/j/8113499270>  
Meeting ID: 811 349 9270  
Call In #: +1 253 215 8782 US (Tacoma)

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) PERSONS TO BE HEARD
- 5) APPOINTMENTS AND OATH OF OFFICE [Interim Fire Chief Abel]
  - A. Brian Henrichs, Lieutenant
  - B. Scott Kline, Division Chief/Fire Marshal
- 6) APPROVAL OF MINUTES
  - A. Board Meeting Minutes Tuesday August 11, 2020
  - B. Work Session Minutes Thursday August 27, 2020
  - C. Board Meeting Minutes Tuesday September 15, 2020
- 7) COMMUNICATIONS
- 8) REPORTS
  - A. Chiefs Report [Interim Fire Chief Abel]
  - B. Staff Reports [DC Kline]
  - C. SDAO Assessment Report [Interim Fire Chief Abel]
- 9) FINANCE [Financial Manager Norgard]
- 10) UNFINISHED BUSINESS

11) NEW BUSINESS

- A. First Reading of Policy #516: Fraternalization and Member Relationships [Interim Fire Chief Abel]  
Background: Second DRAFT of the Fraternalization policy which includes suggestions from Fire Board members and Judy Clark [HR Answers]. This DRAFT has also been reviewed by Judy Clark [HR Answers].  
Action Requested: Discuss and first reading.
- B. First Reading of Policy #020: Adopting an Ordinance [Interim Fire Chief Abel]  
Background: To outline the procedures for adopting an Ordinance in accordance with Oregon Revised Statutes.  
Action Requested: Discuss and first reading.
- C. Ordinance 2020-1 [Interim Fire Chief Abel]  
Background: Ordinance for Out of District Billing and Cost Recovery and In District Cost Recovery for Transportation Corridor Billing and Non Taxed Properties that lie within District jurisdictional boundaries. Ordinance has been reviewed by the District's Attorney.  
Action Requested: Receive Public Input, Discuss and first reading.
- D. Testing Process for Division Chief of Operations and Training [Interim Fire Chief Abel]  
Background: The request for test has been submitted to the Civil Service Commission. Typically a testing process will have a minimum of three candidates. Since we believe that we may have qualified internal candidates, I am seeking Fire Board authorization to continue with the testing and appointment process should we have less than three candidates.  
Action Requested: Discuss and provide direction to the Interim Fire Chief.
- E. Fire Chief Interview Schedule [Interim Fire Chief Abel]  
Background: SDAO had submitted an interview schedule for the selection process of Fire Chief.  
Action Requested: Review schedule and affirm the dates or make modifications.
- F. Fire Chief Employment Contract [Interim Fire Chief Abel]  
Background: Upon selection of the Hoodland Fire Chief, the Board may want to consider elements of an employment contract. A DRAFT was included in the Fire Chief Selection process binder. The Board might want to start discussions regarding elements of an employment agreement so one can be ready for review by legal counsel.  
Action Requested: Discuss and provide direction

- G. Resolution to Declare Brightwood Fire Station Generator as Surplus [Interim Fire Chief Abel]  
Background: The old generator at the Brightwood station has been replaced, with the old generator sitting outside the station for some time. The proposed resolution will declare this as surplus and no longer of use to the Hoodland Fire District.  
Action Requested: Consider the resolution and direct the Interim Fire Chief to dispose of the generator in the manner directed by the Fire Board.
- H. First Reading of Policy #003: Officers of the District Board [Interim Fire Chief Abel]  
Background: HFD has adopted the 'chairperson' title. However, ORS 478.250 specifies the 'Officers of the Board' by title. Recommendation that the Board use the titles as outlined in ORS. In addition to a DRAFT policy, there is a copy of the ORS and email exchange with John Watts.  
Action Requested: Discuss and first reading.

- 12) MOTION TO PAY BILLS
- 13) BOARD MEMBER COMMENTS
- 14) EXECUTIVE SESSION
- 15) OTHER NEW BUSINESS
- 16) ADJOURNMENT

Note: It is recommended that a Roll Call Vote be taken when having a Zoom or Conference call meeting.