

**HOODLAND FIRE DISTRICT # 74
BOARD MEETING MINUTES
March 13, 2018**

Those Present: Board Members: Cliff Fortune, Pat Buckley, John Pruden, Ron Partlow, and Darcy Lais. Staff: Fire Chief; John Ingrao, Financial Manager; Carol Norgard, Lt. Scott Kline, Lt. Andy Figini, SFF Tyler Myers, FF Matt Nicholson, FF Nick Miller, FF Debra Sinz, FF Melinda Caldwell, and Sally Chester. Guests: John Watts and Blane Skowhede.

1. Call to order: By Pat Buckley at 7:00 PM.

2. Pledge of allegiance.

3. Persons to be heard, none.

4. Approval of Minutes.

A. Board Meeting Minutes on Tuesday February 13, 2018.

MOTION MADE: By John Pruden February 13, 2018 Board Meeting minutes as submitted.

2ND: By Cliff Fortune.

DISCUSSION: None.

PASSED: Unanimously.

5. Communications.

A. Thank you card from John Pruden.

B. Thank you card from Sally Chester.

6. Reports:

A. Government Camp Station by Blane Skowhede:

i. County has approved the drawings and calculations.

ii. Before the county will issue a building permit we will need to get the Government Camp Sanitary District's Approval. We also need to get the contractor to sign off, once we have chosen one.

6. A. Continued

- iii. Need Board approval to go out to bid.

MOTION MADE: By Darcy Lais approve going out to bid with the two previously selected contractors.

2ND: By John Pruden.

DISCUSSION: None.

PASSED: Unanimously.

B. Chief's Report by Chief John Ingraio.

- i. Tally: YTD is 187. 85 calls during the month of February. The calls breakdown to 2 Fires, 57 Rescue & EMS, 7 Hazardous Condition, 6 Service Calls, 12 Good Intent Calls, and 1 False Alarm.

- ii. New CCOM CAD recently went live. We also now have new iPad MDCs in all of the apparatus.

- iii. New Special Rescue Trailer is now in service and the SRT is housed in it will all of the equipment. It will be lettered soon.

- iv. Policy #205 needs the specific points removed, because they are subject to change. The points are now outlined in an SOG.

MOTION MADE: By Cliff Fortune to approve the changes to Policy #205.

2ND: By Ron Partlow.

DISCUSSION: None.

PASSED: Unanimously.

- v. Entry Level FF Test. Figini, Myers, Nicholson, and Henrichs are working on this. We will not be co-testing this with Sandy Fire anymore.

C. Prevention.

- i. Inspections.

- a. Will be using Image Trend's Mobile Inspection program to make inspections easier.

- b. Meeting with Windell's soon to go over safety issues and tent city they are constructing.

- ii. New Constructions/Plans Review.

- a. Proposal for a new Dollar General Store.

- b. Received information regarding a new apartment complex.

6. C. Continued

iii. Fire Prevention Activities.

a. Recent Preschool Tour.

b. Planning on asking C.E.R.T. for help with Fire Prevention activities.

iv. Fire Investigations.

v. ISO Requests.

a. Hoping to lower the rates by one to two points. When the Resident Sleeper program is in place in Government Camp this will help a lot.

vi. GIS Projects.

vii. Image Trend.

viii. Ongoing Projects.

D. Safety Committee.

i. No new issues.

E. EMS.

i. Still have medication shortages. We are not able to use some medications that need to be refrigerated. We will defer and Dr. Murray is aware.

F. Special Rescue.

i. Sandy Ridge Trail on Barlow Trail Road is a popular mountain bike area and has been become an area that has a lot of potential accidents.

ii. Water Rescue Techs will be re-certifying this year.

G. Union.

i. Nothing new to report.

H. Volunteers.

i. Dana Waldron was the top responder for last quarter.

6. H. Continued

ii. Changing the Points System so the Duty Officers will get more points. DOs were getting way less for all of the time they are putting in.

iii. Looking for a new volunteer photographer to take pictures on scenes.

iv. Changing the Volunteer Meeting Agenda.

v. Will be working on a budget projection with Lisa Kline.

I. C.E.R.T.

i. Several members out of commission with medical problems.

ii. Team is decreasing with the increased expectations and responsibilities.

iii. Working hard on recruitment and are looking for “younger blood.”

iv. Trying to do more hands on training, which everyone likes.

v. Found more equipment hidden in the shed.

vi. Need more Committee Members.

vii. Planning a CERT Basic Class in July.

viii. Wanting to do a mentoring program to get people information before they start.

J. Support Group.

a. Supplies in containers to protect from rodents.

b. More members getting Food Handler’s cards.

c. Spring Fling Pancake Breakfast is coming up April 7th from 9am – 11am.

7. Unfinished Business.

A. Board Lunch Friday March 30, 2018.

i. Four board members said that they will be able to attend.

7. Continued.

B. Strategic Planning Updates.

i. We will need to have a pre-application conference with the County for planning a remodel at the Main Station.

ii. Spoke with AMR about their surplus vehicles, but they are pretty beat up. They suggested we call an Ambulance Manufacturer about getting a refurbished vehicle.

iii. Next Work Session will be Saturday April 21st 9am – 12pm.

C. Clackamas County 800 Radio Issues.

i. Payment due for the radios.

ii. Thank you to Carol for catching the over charges.

iii. Waiting for an updated and corrected invoice.

8. New Business.

A. Budget Committee Candidates.

i. Sally Chester would like fill the open Budget Committee position.

MOTION MADE: By John Pruden to appoint Sally Chester to the Budget Committee.

2ND: By Ron Partlow.

DISCUSSION: None.

PASSED: Unanimously.

9. Motion to pay the bills.

A. Pay all bills as submitted.

MOTION MADE: By John Pruden to pay bills as submitted.

2ND: By Cliff Fortune.

DISCUSSION: Darcy Lais declared his potential conflict of interest.

PASSED: Unanimously.

10. Board Members Comments.

A. John - Thank you to Brian for your help on a recent incident. Makes me proud to part of this organization, everyone is amazing!

B. Ron – Amazed at the speed that things are getting done!

C. Cliff – Good job everyone! Sally thanks for stepping up and taking an active role!

D. Darcy – Welcome to the Budget Committee Sally! Thanks for all of your hard work.

11. EXECUTIVE SESSION, to be held under ORS 192.660 2(e) conferring with persons designated by the Board to negotiate real property transactions and 2(f) to consider confidential documents exempt from public inspection, including communications from legal counsel and 2(h) to consult with legal counsel regarding current litigation or litigation likely to be filed.

RECESS: 7:57 PM from regular session.

RECONVENE: 8:08 PM into executive session.

A. Discussion with legal counsel regarding Cell Tower.

B. Discussion with legal counsel regarding an employee issue.

ADJOURN: 9:06 PM from executive session.

RECONVENE: 9:07 PM into regular session.

12. Other New Business.

A. Tower Point Offer Expires.

MOTION MADE: By Cliff Fortune to allow Tower Point Offer to expire.

2ND: By Darcy Lais.

DISCUSSION: None.

PASSED: Unanimously.

B. Settlement Agreement.

MOTION MADE: By Darcy Lais to accept the Settlement Agreement.

2ND: By John Pruden.

DISCUSSION: None.

PASSED: Unanimously.

13. Adjournment.

Meeting adjourned by Pat Buckley at 9:09 PM

Respectfully Submitted,

Carolyn M. Norgard

Carolyn M. Norgard
Financial Manager

Notes Typed By: Kelli Ewing