

Umatilla Fire District Meeting

The August 7, 2019 meeting was called to order by Board Chair Fred Sheely.

Present:

The Pledge of Allegiance was stated.

Jon Lorence, Fred Sheely, Darla Huxel, Kyle Sipe and Mark Keith present

Darla and Mark were sworn in stating the Oath of Office

Election of Officers, Darla nominated Jon as Board Chair, Kyle 2nd motion passed with Jon abstaining and no objections.

Fred turned the meeting over to Jon.

Darla nominated Kyle for Vice Chair, Fred 2nd motion passed with Kyle abstaining and no objections.

Approval of Minutes: motion by Fred, 2nd by Kyle, Minutes were approved unanimously

Special Meeting Minutes- Mark asked Chief Potts how the truck was paid for after the previous discussion. After the insurance check, 40,000 was taken from the Bond with the remaining balance taken from the equipment reserve fund.

motion by Kyle to approve, 2nd by Fred, passed unanimously

Audience Participation: Hat Rock community members present were: Gordan Graham, Todd Crosby, Brian Latolla, Jeff Schnell and Floyd Turnbull. They wanted to thank the district for the years of service to the Hat Rock and Salmon Point area, they also wanted to let the board know they would like to be annexed into the UCFD #1 district. This is primarily due to the insurance rating that affects the homeowners insurance due to the distance from the district. With the new station in UCFD #1, they would fall within the 5 mile radius thus lowering the ISO rating to below a 10. UCFD 1, board of directors have approved the annexation, they will prepare to present to the voters with public hearings. They plan to present to the voters in the March of 2020 election and would like a letter of approval from our District. Darla stated she would like to see where the new boundaries would be drawn. A rough map was presented, Chief Potts stated he would get a proposed boundary map with the legal description included rather than what has currently been presented. It is estimated this will reduce revenue by 17,000 to 18,000 each year. Mark wanted to ensure that no UCFD 1 personnel were being affected by this change, they are not.

Correspondence:

Statement of Bills list, checks and check register were reviewed and signed.

Mark questioned what Lexipol was on the bills payable list. Steve explained it is our policy and training management program with an annual fee.

Jon questioned the GG's Smokehouse invoice, this was the fee for Janice's service.

Fred questioned if we had very many checks that were not cashed right away. Jeannie stated that when this happens she makes contact and reissues the check.

Fred questioned the Arbogast Cabinets invoice, This was for steps that were built and installed at the station.

Darla questioned the Stewart Signs payment, this was the deposit for our sign project.

Fred questioned WexBank, this is the gas card that was previously Chevron/Texaco.

Jon questioned the voided checks, Jeannie explained they were pre-signed checks by Robert and to account for them in the accounting program they were entered and voided.

Jon and Kyle will be added as signers to the accounts at Banner Bank.

Fred handed out a list of acronyms

Information Items:

Chief's Report:

There were a total of 58 calls in June

37 – EMS

5- MVC's

16– FIRE

+2 calls for June 2018

-51 YTD over 2018

There were a total of 56 calls in July

33 – EMS

6 – MVC's

17 – Fire

-6 calls from July 2018

-57 YTD over 2018

Maintenance-

Tender 12 regular service and A/C repair

Trim repair on squad 11 and squad 12

Training-

Skid avoidance for fire apparatus, classroom portion.

Debrief with Crisis Team due to active duty death

July 4th BBQ

Wildland refresher training

“watch out” situations, and standard firefighting orders. Wildland continued refresher training.

Quarterly awards and recognition. Pizza and cake, Janice remembrance for her birthday.

Target Solutions- 75% entered

Recruitment/Retention-

1 new recruit, no resignations

2 letters of commitment signed for volunteers with less than acceptable participation. Mark questioned who these were, Steve stated Hannah Boggs and Daniel Blake.

RI Program-

2 RI's are in house

Training for driver and wild land firefighter

Bond Activities-

Awaiting sign installer to notify of installation date

Plan to close out the bond with the upgrade of brush 11 and sign purchase

General-

Brush 11 incident, investigation and corrective actions/measures.

Training has and will be taking place. Steve is putting together a hands on training to help with situational awareness during an event.

Darla wanted to comment that the report makes her uncomfortable as she believes most of the information is personnel related. This is her personal opinion.

Mark stated he has consulted with 3 separate departments on this and questioned who our safety committee was. Darla stated it was based on department size and full time personnel size. Mark also was told but he was unsure if this was accurate was that it should be a board initiated investigation by a 3rd party. Kyle also felt it should be a 3rd party as well. Darla stated she disagreed, she understands what is being stated regarding the objectivity of the Chief conducting the investigation. Darla felt that if a policy is needed to set parameters that is acceptable, but she doesn't feel it should be dictated by the board. Kyle understands what Darla is stating. Mark asked if a letter of reprimand was placed in any files, because this is personnel that is not disclosed.

Mark asked if UCFD 1 sends a chief to all fires in our district. Darla and Steve stated no, it is based on an MOU as a back up in Chief Potts absence. They also do respond on their own as well.

Jon stated the summary is great, going forward keeping the names out would be preferred.

Darla reinforced that she has no issue with the board stating parameters for investigations. Kyle suggested that being directed by the Board Chairman after a report by the chief to him. Steve stated setting a dollar amount as a suggestion to initiate a 3rd party investigation.

Darla stated substantial dollar amount, criminal and substantial injury which can be defined.

Steve will look into information to present to the board as a reference to start a policy if the board would like to do so.

Lexipol update, uploading policy, procedures and SOG's

Craig is now able to add to lexipol in hopes of speeding up the upload process.

Volunteer Report:

Carl Arbogast was presented, he stated the last few months have been pretty stressful, however the July 4th picnic was beneficial and moral is high.

Old Business:

1. No old business
- 2.

New Business:

1. Paid on Call presentation- Steve presented changing the status from volunteer to paid on call. A wage scale was established with base rate of 11.00 per hour with incentives for longevity and certifications. Officers would get an additional 10% added to the wage. proposal is for 30,000 to fund paid on call. Mark asked if there was a qualifier to become paid on call, there is not once your responding your considered paid. Mark asked if there was a liability in doing so, our policy's address most situations. Mark is in favor of this, he is concerned and not in favor of untrained being paid. Kyle stated he feels this is a training opportunity and is needed to have that experience of being mentored and having on the job training. Drill will not be paid. Fred asked how this would work for the RI's. They will not get paid while "on duty" however if they are not on duty they will be able to respond and be paid. Mark asked if there was compensation for the week of on call by the officers, they are not. The 10% added into the compensation plan would help to offset this. Jon referred back to the PERS, once someone reaches 600 hours they are considered eligible for PERS. Steve and Jeannie are proposing moving 22,000 from Fire Supplies, and 8,000 from Medical Insurance line item, to move to the clerical/fire fighter/emt line item, 22,000. 4000 to PERS and 4000 to Taxes. Steve reminded that during the budget meetings we have put a substantial amount into Site and Station and Equipment Reserve, but also made sure we had a significant amount in our operational line items to allow for changes if needed. Steve

would like to implement September 1st if this is approved. Steve wanted to ensure Jeannie was comfortable for her, the initial onboarding will take a little time. However monthly it will just be a minimal amount of entering the hours provided by Steve. Motion by Fred to approve paid on call proposal, 2nd by Kyle. Mark would like a bench mark added for brand new people. Motion passed unanimously.

2. Resolution 2-2019-2020 motion by Darla, 2nd by Mark approved unanimously

Executive Session-

Items not on Agenda Open to Public, Board and Staff Participation:

Mark asked if there was a way to put the minutes and agenda on the website, Steve and Jeannie are working on it. Jeannie will provide the information to Craig to be added.

Mark questioned where the notifications were posted, they are printed in the paper monthly, posted on the door and will be added to the website in the future.

AGENDA SUGGESTIONS FOR FUTURE MEETINGS:

Meeting adjourned at 8:25 pm

Jon Lorence, Chairman

Jeannie Bowman, Clerk