

## Umatilla Fire District Meeting

The September 4, 2019 meeting was called to order by Board Chair Jon Lorence.

The Pledge of Allegiance was stated.

### **Present:**

Jon Lorence, Fred Sheely, Kyle Sipe and Mark Keith

Absent- Darla Huxel, Steven Potts

### **Approval of Minutes:**

Motion to approve by Fred, 2<sup>nd</sup> by Kyle

Discussion-

Jon asked in the future for the minutes to be printed, Jeannie provided a printed copy for the board.

Mark asked if the board wanted to accept the Brush 11 incident in the minutes, Jon stated this was for the minutes from the last meeting and we could discuss the incident further at this meeting.

Minutes were approved unanimously.

### **Audience Participation:**

Todd Crosby and Gordon Graham were present and have provided a boundary map for the properties wanting to be annexed into UCFD #1 subject to voter approval. This is a follow up from last month's meeting and listed under old business on the agenda for this meeting.

Mark Keith asked if the residents were positive about this, Todd stated they have a large number of signatures. Mark asked if this was spurred from ISO ratings and response time. Todd stated yes.

Mark asked about the dollar figure which was estimated at about 17,000. Gordon feels this is low, Jeannie stated she would contact Paul Chalmers and attempt to find out a more accurate amount as this will affect future planning.

Mark stated if your 6 minutes farther from a station the likely hood of surviving a cardiac event is impacted, Jon stated EMS service is already provided by UCFD #1, but we respond as first responders.

Mark asked Fred what his input is regarding this matter, Fred stated he hasn't seen anything to oppose, and even with the revenue lost it's the right thing to do in his opinion.

Mark asked when they needed the letter by; Todd stated they were hoping to have an answer tonight if possible if not by the first of October so they can get moving with the County.

Mark made the motion to accept what was proposed by Hat Rock residents to annex into UCFD #1, 2<sup>nd</sup> by Kyle. No further discussion- Motion approved unanimously to provide a letter of support.

**Correspondence:**

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

Jeannie updated LGIP information adding Jon and Kyle as signers, removing Fred and Robert. Chief Potts will need to sign the form upon his return.

Fred asked where the boundary maps would be stored. Jeannie stated they will be stored in Steve's office at this time.

**Information Items:**

Paid on call information is being entered, Craig has created a spreadsheet for tracking the hours for the payroll file.

**Chief's Report:**

There were a total of 53 calls in August

29 – EMS

6- MVC's

18– FIRE

+2 calls for August 2018 (51)

-53 YTD under 2018 (482 vs. 373)

**Maintenance-**

Brush 13 batteries were replaced

New tire on squad 12

**Training-**

Boat and water safety presented by osp

Brush 11 orientation/operations

Brush 11 operations, check of operations/driving

Paid/RI staff – Hydrant operations with hose and nozzle operations and deployment

Corrective Actions- Situational refresher training, scenario exercises

Hosted a sawer class which consisted of three total days, participants can fall trees up to 8 inch diameter.

Train the training on Brush 11, Individual interviews for goal setting with members. LZ preparations exercise

### **Recruitment/Retention-**

1 new recruit, no resignations

### **RI Program-**

2 RI's are in house

Training for driver and wild land firefighter

### **Bond Activities-**

Variance has to be requested for sign installation at McNary station. Planning Commission meeting is September 24<sup>th</sup>.

### **General-**

Chief's quarterly newsletter was completed

Table top exercise at the high school with law enforcement and school administration

Both RI's are now wildland and driver certified. We have put them on a shift rotation now.

Four people enrolled in EMT class this fall

### **Upcoming Activities-**

First Responder appreciation on September 27<sup>th</sup>, Information will be sent out as we have more

Football Game coverage's

School station Tours

### **Volunteer Report:**

No Volunteers present

### **Old Business:**

1. Hat Rock Letter request
2. Incident Brush 11- Mark feels we didn't get an investigation, we received a report. Since the district has hired people with no F/S degree, no career experience and no background in EMS, any front line long term experience. He feels we should do an incident investigation, from incident command to education, why it happened, why it was such a small fire with a large loss. He feels it's a duty to the public to create a report before the community day being sponsored by Chief Huxel and Chief Potts. Jon feels we need to develop a policy for future incidents, so we have direction and the decision is dictated by our policy. Jon spoke with Steve in preparation for this meeting and Steve reached out to SDAO and received information to help put a policy together. Jon handed this information out to the Board Members. Kyle agrees that there is a responsibility to the public to know where tax dollars are going. Mark stated he has received comments from staff members at UCFD 1 regarding confidence in this crew and concerns when they respond. Jon stated this is where

we are with the district right now and we are moving forward to build the department up and improve and seek out members. Mark states these are the kind of things that happen when we don't seek out qualified candidates, Jon stated we did recruit when we hired Craig. Mark feels that it was only selectively advertised. Fred asked if he had anyone in mind to conduct this investigation. Jon stated we have MOU in place with UCFD 1 and they responded so they would not be a 3<sup>rd</sup> party. Fred would also like to know if the uniforms dictate rank in the department. He is curious if the public would know who is in command based on uniform. There are some indications of rank by uniform and hats.

Mark made a motion to reach out and conduct an investigation, Kyle 2<sup>nd</sup> the motion.

Questions/Comments- Fred asked who would be notifying the other districts, he would also like it noted that this incident is the only big loss in this district in many years. He has had positive comments on our department during his tenure with the district. Mark stated he is talking about the paid career staff not volunteers; he feels the volunteers are amazing.

Jon feels we just need an outside opinion and to develop a plan for future action. If approved Jon will reach out to Boardman first then surrounding districts if necessary. Call for vote which passed unanimously.

#### **New Business:**

1. Board Policy's – Jon just wanted to bring up that the last 4-5 months we have made an effort to work through the book, deleting or adding, updating existing policies. We will continue to do that. Jeannie stated that sections approved to date have been accounting, personnel and board policies, with Steve and Jeannie working on additional items. Steve did email those out electronically but can be provided if needed.

Mark has a policy question. He would like to know what the policy is to request CV training and other trainings in attendance of paid staff from January 1 to current. Jon stated we have been getting those updates from the Chief monthly of his chief's report at each meeting. Mark would like to know the training from January 1<sup>st</sup> to Current for the Board to review.

Mark stated conferences are not further education of the training it's to maintain the training. What are the requirements of the paid staff to further education each year? As example Bensen is not an EMT, what are the further education plans to get them trained? Mark stated the first 10 SOG's state we will be first responders for this district. Jon stated we no longer provided EMT services we respond as assistance but Hermiston has the contract for EMT services. Jon will ask Chief Potts to provide the board with some training information for review.

Executive Sessions will no longer be a place holder on the Agenda, due to the requirements to go into executive session. Fred asked if we would hold executive

session in the area we are meeting now and ask audience participants to leave. The answer to that is yes as this is our meeting area at this time.

## **Executive Session-**

N/A

### **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, Jeannie spoke with Craig, it is not something she has access to. The plan moving forward is for Craig to make changes to the design of the website to accommodate, and post the meeting date, time and location. The Agenda and any supplemental forms if applicable and the meeting minutes once approved.

Mark stated that since the public doesn't know meeting information that the team doesn't know. He would like to see them attend meetings and be introduced. He recalled at the last meeting Chief Potts stating he didn't want to get anyone's hopes up about the paid on call, Mark stated that 2 years ago when the stipend was taken away it did hurt morale and 12 people left the department. He feels it would be good to encourage them to be here and hear when we start getting more money from SIP. He felt the volunteers may be discouraged because they weren't taken care of. He feels they were discouraged to be in attendance, Fred asked why he states that. Mark responded that is how it was when Chief Roxbury was here, That he was told this by Chief Roxbury previously. Fred stated that we do put in a line item on the agenda for Volunteer reports and we have had volunteers present in the past. At the annual banquet Fred feels they have always been encouraged to be here.

Jeannie reminded everyone that meetings are advertised in the paper every month with day, time and location as well as the agenda is posted. Posting to the website will be an additional form of providing information.

Jon feels that this appreciation day is a good way to thank them and encourage them to attend meetings also by attending the volunteer association meetings. Jon also stated he feels the most important events for the volunteers to attend are trainings and calls.

Kyle would like a policy to be developed regarding loss with in the district.

Mark saw the recruits running up to McNary Dam and additional training taking place outside the station the other day; he thought that was pretty neat that the public is able to see them.

Jon hopes the program is a way to get more participants.

Jon would like to make contact with Steve when he returns to let him know about the investigation from an outside agency.

### **AGENDA SUGGESTIONS FOR FUTURE MEETINGS:**

Policy for Loss of District Property

Meeting adjourned at 8:04 pm

**Jon Lorence, Chairman**

**Jeannie Bowman, Clerk**