

Clackamas Fire District #1



REGULAR BOARD OF DIRECTORS MEETING February 25, 2019

(This meeting was recorded.)

I. CALL TO ORDER PER ORS 192.610 TO 192.690

ORS 192.650 – The meeting is being recorded.

President Syring called the meeting to order at 6:00 pm.

Present: Board of Directors Jay Cross, Thomas Joseph, Jim Syring, Don Trotter, and Marilyn Wall; Chief Fred Charlton; Deputy Chief Ryan Hari; Deputy Chief Doug Whiteley; Division Chief Josh Gehrke; Division Chief Bill Conway; Battalion Chief Burke Slater; Battalion Chief Nick Browne; Battalion Chief Brian Stewart; Battalion Chief Jason Ellison; Battalion Chief Brian Rooney; Medical Services Battalion Chief Josh Santos; Finance Director Christina Day; Public Information Officer Brandon Paxton; Volunteer Services Battalion Chief Steve Deters; Volunteer President Ryan Kragero; Lieutenant Greg Holland; Deputy Fire Marshal Captain Shawn Olson; Citizens Lowell Peterson, John Kihlstrum and Chris Hawes; and Executive Assistant Karen Strejc.

II. CHANGES TO AGENDA

Chief Charlton noted that after public comment, there would be a meeting of the Member to discuss the three year term renewals of Foundation Trustees.

He also noted that there would not be a report for the following agenda items:

OB-1- Lobbyist Genoa Ingram was not attending due to bad weather.

OB-3- DC Corless was not in attendance, so this item would not be discussed.

Chief Charlton shared that due to freezing temperatures, the Executive Session would be rescheduled for March.

III. APPROVAL OF BOARD WORK SESSION MINUTES ON JANUARY 24, 2019 AND THE REGULAR BOARD MEETING ON JANUARY 28, 2019.

The motion passed unanimously to approve the minutes as written for the Board Work Session on January 24, 2019 and the Regular Board meeting on January 28, 2019.

IV. PUBLIC COMMENT

None.

President Syring recessed the regular board meeting at 6:04 pm.

President Syring called the Member Meeting for the Clackamas Emergency Services Foundation (CESF) to order at 6:04 pm.

V. BUSINESS – Action required

B-1 Request Board Approval of Three-Year Term Renewals of Clackamas

Emergency Services Foundation Trustees: Ron Gladney, Kyle Gorman, Sherri Magdlen, Sherie Rosenbaum and Don Trotter.

Director Cross moved and Director Wall seconded the motion to approve the three-year term renewals of the Clackamas Emergency Services Foundation Trustees Ron Gladney, Kyle Gorman, Sherri Magdlen, Sherie Rosenbaum and Don Trotter. Director Trotter abstained from voting since he was one of the renewals. The vote was four approvals and one abstention.

President Syring adjourned the Meeting for the Clackamas Emergency Services Foundation at 6:06 pm.

President Syring reconvened the regular Board Meeting at 6:06 pm.

B-2 Request Board Approval of Two, Four-Year Terms to the Civil Service Commission

DC Whiteley shared that there were two upcoming vacancies on the Civil Service Commission. A public notice was posted for applicants to apply. He noted that the District received three applications – Jeff Davis, Allan Mackey and Will Weatherly. On Thursday, February 21, 2019, at the Board Work Session, interviews were held for the two positions. Jeff Davis and Will Weatherly were interviewed. Allan Mackey did not attend the interview. DC Whiteley contacted him the next day and learned he couldn't make it due to work.

President Syring explained that the interviews were held at the Board work session on February 21, 2019.

Discussion followed regarding the applicants who were interviewed. Director Joseph was unable to attend these interviews.

Director Trotter felt that the applicants who were interviewed would be good appointees.

Director Wall stated she was very impressed with the people who were interviewed.

President Syring agreed with the statements made.

Director Wall moved and Director Trotter seconded the motion to approve Jeff Davis and Will Weatherly to the two, four-year terms on the Civil Service Commission. The motion passed unanimously.

President shared that Allan Mackey had served as a Civil Service Commissioner for 42 years. President Syring suggested that the Fire District recognize Allan at a future meeting for his service.

DC Whiteley shared he would contact the new appointees, Will and Jeff.

B-3 Request Board Approval to Surplus Vehicles and Apparatus

DC Gehrke noted that seven of the vehicles were only two-wheel drive, making them difficult to utilize year round. He shared that the Colorados had been replaced in their respective Divisions. Staff was attempting to redeem the cost of the vehicles. Surplusing these vehicles was an effort to reduce the overall fleet and cost of insuring vehicles. He also noted that it had been determined these vehicles were not ideal for pulling equipment.

Director Wall moved and Director Cross seconded the motion to declare the identified rolling stock as surplus and to allow the Fire Chief to proceed with disposal in accordance with District Policy. The motion passed unanimously.

B-4 Request Board Approval of Construction Contract Amendments

Chief Hari noted this was discussed at the Work Session. At the Work Session, he provided the Board with a detailed list of additional costs. A hard copy of these costs were distributed at the meeting. He discussed that staff had been working with Legal Counsel regarding how to approach the additional costs.

Chief Hari shared that Legal Counsel wrote a recommended motion for the Board that was included at the end of the board report.

Discussion followed.

Director Trotter moved and Director Joseph seconded the motion to approve the District to make payment to Emerick Construction for amounts owed, which exceed project contingencies for the Fleet/Logistics project, the Fire Station 16 project, and the Fire Station 19 project in the total amount of \$837,837, and to increase those projects' contingency by an additional \$125,000. The motion passed unanimously.

VI. OTHER BUSINESS- No action required.

OB-1 Legislative Update

Noted.

OB-2 Strategic Business Plan Update

Chief Charlton shared that the red lined/edited version of the 2019 Strategic Business Plan (SBP) with staff comments was presented to the Board for review. He noted this was reviewed at the Board Work Session on February 21, 2019. There were three additional comments shared at the Work Session that had been included in the copy currently being reviewed. He also noted that pictures would be updated.

Chief Gehrke shared that at the staff planning retreat in September 2018, discussion included the Mission, Vision and Values. He noted that afterwards, there was a group that met to share suggested edits. He shared that from that group, the edits were limited to the Values, Vision and Goals. There were no suggested edits to the Mission Statement.

Chief Gehrke shared that the Mission Statement was discussed at the Board Work Session, and the edits that were suggested would be discussed during the next edit. He reminded the group that the SBP was reviewed for updates every six months.

Chief Gehrke explained the changes made in the Vision, Values and Goals.

President Syring noted that this was discussed at length at the Board Work Session.

OB-3 Bond Update

Noted.

OB-4 Board Committee/Liaison Reports

Capital Projects Committee

Director Wall reported that at the meeting discussion included how the District could afford a new Administration Building.

Director Trotter discussed the challenges for construction of facilities and the progress of Station 19.

Executive Committee

President Syring noted that they had a short meeting. He shared that they were working on ongoing projects.

Foundation Liaison

Director Trotter reported that Clackamas Emergency Services Foundation (CESF) presented the Mt. Hood Search and Rescue Council \$5,000. He noted that in addition, CESF received \$500 from Oregon City Women's Club. The Foundation also received \$100 from Oregon City High School for Emergency Manager Gregg Ramirez giving a presentation to an ROTC Class.

Director Trotter shared that March 16, 2019 was the Foundation dinner and auction. There was still room if people would like to purchase tickets or a table.

Interagency Committee

President Syring shared that their upcoming meeting with Estacada Fire District #69 was on February 27, 2019 at Station 14 at 9:00 am. A report would be provided at the next meeting.

Legislative Committee

Director Wall shared that the Legislative Committee met with Lobbyist Ingram and staff members. Lobbyist Ingram shared House Bill 2620 which would allow districts like Clackamas Fire to form their own Ambulance or Emergency Care District. They also reviewed House Bill 2469, which related to density issue, allowing dwellings to be added to rural areas. Senate Bill 507, which was related to PTSD for Firefighters was also discussed along with Senate Bill 507, which was in the Senate Committee on the workforce at this time.

Volunteer Association

President Syring shared that he attended the Volunteer Association's retreat on February 2, 2019.

OB- 5 Board Informational Updates/Comments

Noted.

VII INFORMATIONAL ONLY

A. Divisional Reports

R-1a Chief's Report

Chief Charlton shared that on Wednesday, February 27, 2019, the District would welcome 15 individuals to the Recruit Academy. They would graduate on April 26, 2019. Invitations would be sent out for the graduation.

Chief Charlton noted the Interagency Meeting with Estacada Fire was scheduled for February 27, 2019. He reported that the Fire District signed a contract with Emergency Services Consulting International (ESCI) for the Feasibility Study. A site visit would take place during the second week in May.

Chief Charlton shared that on Saturday, February 23, 2019, the District held an open house at Station 16. The District would also be hosting Good Morning Oregon City (GMOC) on March 6, 2019 at Station 16.

R-1a.1-Public Information Office

As presented.

Public Information Officer (PIO) Paxton noted that the PIO Office was working at getting higher numbers for social media following by 5%. He noted that the more the District fed the social media, the more followers would be noted.

Director Joseph suggested the District share more regarding the single role paramedics as well as the community paramedic.

R -1b Business Services Division

As submitted. Chief Whiteley shared there were several things to note.

DC Whiteley shared that at last month's board meeting, there were several questions regarding the cost recovery numbers. He noted that the cost recovery numbers were cleaned up and showed what was in process, what had been paid, etc., for the month.

DC Whiteley stated there was a question during the Board Work Session regarding the SBP and what it looked like in conjunction with the Accreditation document. He also noted that he had misspoken last week when asked if any community input had been sought for these documents and he had said there hadn't been. One of the recommendations from the 2015 Accreditation review

process, was to seek more internal stakeholders input. DC Whiteley shared this was what led to the Board Planning Retreat and Volunteer Planning Retreat. He noted that moving forward, there were many questions around external input.

R-1b.1 Business Services

As submitted. DC Gehrke shared there were several things he wanted to address.

DC Gehrke touched on the card sorts and those not completed. He said that there were 19 newly defined positions. He shared the card sorts were mostly completed and the rest were currently being sorted.

R – 1b.2 Fire Prevention

As submitted.

Director Wall asked about the number of fire inspections and how this number compared to last year's. BC Slater shared that the numbers were higher.

R -1c Emergency Services Division

As submitted for both himself and DC Corless' report.

DC Hari noted that DC Corless was going to check out the new vehicle in Florida.

R -1c.1 Emergency Medical Services

DC Conway noted his report was as submitted.

BC Santos shared that Community Paramedic AmyJo was working with crews on patients who used the District's services frequently. Discussion followed on how it was determined who she helped serve and what she does.

DC Santos noted our goal is to add another community paramedic.

R -1c.2 Financial Services

Finance Director Day shared that staff was working on budget development for fiscal year 2020.

Director Cross asked how migration to Munis was going. Finance Director Day shared it was a good system and she was pleased with what it can do. She noted that the employees were learning and moving forward with it.

R-1c.3 Operations

As submitted. (Noted above by Chief Hari.)

R-1c.4 Training Division

As submitted.

R -1c.5 Volunteer Services

As submitted.

BC Deters noted personnel changes. There were 10 resignations and 8 of these were hired by the Fire District. He shared that Chaplain JR Wheeler retired.

BC Deters shared that the Academy applications had closed. Staff was currently working through the applications.

R-1c.6 Volunteer Association President's Report

President Ryan Kragero also highlighted the personnel changes as well, He shared that it was a problem, but a good problem to have.

President Ryan Kragero stated that currently there was a total of 60 volunteers, including suppression and support. He said there would be 12 graduating from the Academy in about a month. The District was going to have a lateral Academy for the next one. This would be the District's first time doing this. It would result in getting more volunteers trained sooner. He shared that 6 lateral and 53 regular applicants had been received.

B. Correspondence

Noted.

C. Informational Items

Noted.

D. Next Meeting

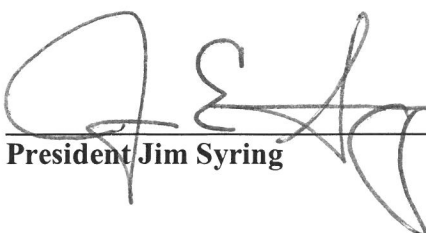
The next meeting would be on Monday, March 18, 2019 at 6:00 pm at Station 5.

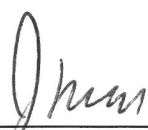
President Syring shared that Director Wall's birthday would be celebrated with cake at the back of the room.

XI. ADJOURNMENT

The regular board meeting was adjourned at 6:58 pm.

Karen Strejc
Executive Assistant



President Jim Syring

Secretary Jay Cross

