



CLACKAMAS FIRE DISTRICT #1

Here for you

REGULAR BOARD OF DIRECTORS MEETING MINUTES AUGUST 21, 2023

ATTENDANCE

Board of Directors: President Marilyn Wall, Vice President Jim Syring, Secretary Chris Hawes, Director Jay Cross, and Director Thomas Joseph

Others present: Nick Browne, Shelby Hopkins, Jerry Kearney, Ryan Kragero, Michael Morden, Shawn Olson, Phil Schneider, Mark Whitaker, Doug Whiteley, and Ted Willard.

Other community members and citizens were in attendance. The full video conferencing attendance can be provided upon request.

REGULAR SESSION

I. CALL TO ORDER PER ORS 192.610 TO 192.690

ORS 192.650 – The meeting is being recorded.

President Marilyn Wall called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. CHANGES TO AGENDA

Fire Chief Nick Browne stated three changes to the agenda under Section IX Informational Only, Division/Department Reports:

R-1b No report in the absence of Chief Brian Stewart

R-1e No report in the absence of Chief Dan Mulick

R-1f No report in the absence of Shop Stewart Andrew Gordian

Timestamp: 17:01:25 – 17:01:59

IV. APPROVAL OF MINUTES OF THE BUDGET COMMITTEE MEETING ON MAY 25, 2023, AND THE REGULAR BOARD MEETING ON JULY 17, 2023.

President Wall stated that the minutes for the Budget Committee Meeting on May 25, 2023, and the Regular Board Meeting on July 17, 2023, stand approved as written.

Timestamp: 17:01:59 – 17:02:26

V. PUBLIC COMMENT *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*

No public comment or statement.

VI. PRESENTATION – BOARD TRAINING – Jeff Griffin from Wilson- Heirgood Assoc.
The presentation was titled *HR – Balancing People Policy and Practice*.

Timestamp: 17:02:43 – 17:36:34

VII. BUSINESS – Action Required

B-1 Request Board Approval for purchase of (2) Quick Response Vehicles, (1) Type 6 Brush Truck, and (1) Fleet Services Pickup– Support Services Officer Bill Bischoff

A handout was provided with pricing for the vehicles. The vehicles will be purchased with levy funds at the state contract price. The handout is available upon request.

Secretary Chris Hawes made a motion, and Director Thomas Joseph seconded for the Board to approve the purchase of (2) Quick Response vehicles, (1) Type 6 Brush Truck, and (1) Fleet Services Pickup. The motion passed unanimously.

Timestamp: 17:36:34 – 17:39:49

VIII. OTHER BUSINESS – No Action Required

**OB-1 Board Committee/Liaison Reports
Civil Service Commission – Director Hawes**

Assistant Chief (AC) Steve Deters was asked to report on behalf of Director Hawes since he was absent from the July civil service meeting. AC Deters reported during July, there was a civil service process, a promotional list approval, and a payroll submittal, which is required each year by civil service.

EMS Committee – Director Cross/Director Joseph

No report.

Executive Committee – President Wall/Director Syring

No report.

Foundation Liaison – Director Cross

The Emergency Services Foundation is planning the annual auction.

Interagency Committee – Director Joseph/Director Syring

The Oversight Committee currently meets monthly. The next meeting is Thursday, August 31, 2023, at 10:00 a.m. at the Sandy Fire District annex building.

Volunteer Association Liaison – Director Syring

No report.

Timestamp: 17:39:49 – 17:46:20

OB-2 Board Informational Updates/Comments

No report.

Timestamp: 17:46:20 – 17:46:53

IX. INFORMATIONAL ONLY

A. Division/Department Reports

R-1a Office of the Fire Chief – Fire Chief Nick Browne

Chief Browne highlighted portions of the presentation given by Jeff Griffin from Wilson-Heirgood. He reported on major incidents in July.

Timestamp: 17:46:53 – 17:57:14

R-1b Office of Strategic Services – Assistant Chief Brian Stewart

No report.

R-1c Office of Business Services – Assistant Chief Steve Deters

AC Deters reported on the Sandy Fire transition, community events, and the Apprentice program. The Apprentice graduation is August 31, 2023. The HR Officer selection process has been completed, and a conditional offer of employment was extended. Sandy Fire Station 71 ran 219 calls in July. R371 ran 105 calls in July.

Timestamp: 17:57:14 – 18:00:35

R-1d Office of Financial Services – Chief Financial Officer Mark Whitaker

Chief Financial Officer (CFO) Mark Whitaker reported on year-end financials. The financial report is available upon request. The 2022/2023 audit process has begun.

Timestamp: 18:00:35 – 18:06:22

R-1e Office of Emergency Services – Division Chief Dan Mulick

No Report from DC Mulick. Chief Brown requested a Sandy Fire update from Division Chief (DC) Phil Schneider.

DC Schneider reported on projects or programs pertaining to wildland fires and the 360-degree cameras mounted at Timberline Lodge that scan the landscape for wildfires.

Timestamp: 18:06:45 – 18:12:53

R-1f Professional Firefighters of Clackamas County Local 1159 – Shop Steward Andrew Gordian

No Report.

R-1g Volunteer Association Report – Volunteer Coordinator Ryan Kragero and President Michael Morden

Volunteer Coordinator Ryan Kragero reported on station coverage, responses, and training of the volunteers. President Wall asked why Volunteers are not currently responding out of Station 13. Chief Browne responded that the district was preparing that station for the upcoming 24-hour staffing.

Volunteer Association President Michael Morden shared community events attended by the volunteers in July.

Timestamp: 18:12:53 – 18:22:37

B. Correspondence

None

C. Informational Items

Chief Browne reported on Crew 30's recent activities and recent wildfire deployments.

Timestamp: 18:22:46 – 18:25:36

D. Next Meeting

The next Board of Directors meeting will be on Monday, September 18, at 5:00 p.m. The meeting will be hybrid, with the public invited to attend either by remote video conferencing or in person at Station 5 (9339 SE Causey Ave, Happy Valley, OR 97086).

X. ADJOURNMENT

The regular Board of Directors meeting adjourned at 6:26 p.m.

Minutes recorded by Executive Manager Shelby Hopkins and prepared by Administrative Technician Kelly Franzen.

Marilyn M. Wall

President Marilyn Wall

Chris Hawes

Secretary Chris Hawes

Signature: Marilyn M. Wall
Marilyn M. Wall (Oct 4, 2023 09:24 PDT)

Email: marilyn.wall@clackamasfire.com

Signature: CHW
Chris Hawes (Oct 9, 2023 10:39 PDT)

Email: chris.hawes@clackamasfire.com











2023_08-21 CFD Meeting Minutes

Final Audit Report

2023-10-09

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-  Document created by Shelby Hopkins (shelby.hopkins@clackamasfire.com)
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-  Document emailed to marilyn.wall@clackamasfire.com for signature
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-  Signer marilyn.wall@clackamasfire.com entered name at signing as Marilyn M. Wall
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Signature Date: 2023-10-04 - 4:24:57 PM GMT - Time Source: server
-  Document emailed to chris.hawes@clackamasfire.com for signature
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-  Signer chris.hawes@clackamasfire.com entered name at signing as Chris Hawes
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