



CLACKAMAS FIRE DISTRICT

Here for you

REGULAR BOARD OF DIRECTORS MEETING MINUTES FEBRUARY 26, 2024

ATTENDANCE

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

Others present: Nick Browne, Bill Bishoff, Andrew Brian, Steve Deters, Andrew Gordian, Rick Huffman, Jerry Kearney, John Kihlstrum, Ryan Kragero, Dan Mulick, Brent Olson, Ariel Roberts, Sherrie Rosenbaum, Jonathan Scheirman, Brian Stewart, Mark Whitaker, Doug Whiteley

Other community members and citizens were in attendance. A video recording of this meeting is available, and the timestamps are noted for each section below.

**I. CALL TO ORDER PER ORS 192.610 TO 192.690
ORS 192.650 – The meeting is being recorded.**

Vice President Chris Hawes called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. CHANGES TO AGENDA

Chief Browne announced two changes to the agenda.

- 1) The introduction of the newly promoted Division Chiefs will follow under Section V, Public Comment.
- 2) Under Section VIII, Informational Items, R1-b, the Office of Strategic Services report will be presented under the Fire Chief's report due to Chief Stewart's absence.

Timestamp: 01:40 - 02:42

**IV. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON
JANUARY 22, 2024**

The minutes for the regular board meeting on January 22, 2024, were approved as written.

Timestamp: 02:42 - 03:06

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

No comments.

Timestamp: 03:06 – 03:34

INTRODUCTION OF THE NEW DIVISION CHIEFS – DC Kyle Olson, DC Jonathan Scheirman, and DC Brent Olson

The newly promoted Division Chiefs gave a quick overview of their new positions.

Timestamp: 03:34 – 06:37

VI. BUSINESS – Action required

B-1 Annual Meeting of the Member of The Clackamas Emergency Services Foundation – Request Approval of Budget 2024 – President Jerry Kearney and Treasurer Sherrie Rosenbaum

President Kearney and Treasurer Rosenbaum presented the Clackamas Emergency Services Foundation’s budget and answered questions from the Board.

Vice President Hawes asked for a motion for the Board to approve the Clackamas Emergency Services Foundation’s 2024 Budget. Director Thomas Joseph made a motion, and Director Marilyn Wall seconded the motion. The motion passed 4/1.

Timestamp: 06:37 - 45:22

B-2 Request Board Approval of Fuel Vendor Contract for Services with Jubitz Corporation – Support Services Officer Bill Bischoff

SSO Bishoff submitted a Memorandum outlining the 2-year contract for fueling services through calendar year 2025 with Jubitz Corporation, which recently purchased the current fueling vendor Bretthauer Oil Company.

Vice President Hawes asked for a motion for the Board to authorize the Fire Chief to enter into a contract with Jubitz Corporation for district fueling services through calendar year 2025 in the amount of \$742,400. Director Marilyn Wall made a motion, and Director Thomas Joseph seconded the motion. The motion passed unanimously.

Timestamp: 45:22 – 50:08

B-3 Request Board Approval to Surplus Nine (9) Identified Vehicles and Apparatus – Support Services Officer Bill Bischoff

SSO Bishoff submitted a Memorandum with each vehicle’s description and declared the vehicles as surplus stock according to policy to support the disposal.

Vice President Hawes asked for a motion for Board approval to declare the identified rolling stock as surplus and to allow the Fire Chief to proceed with disposal in accordance with District Policy. Director Thomas Joseph made a motion, and Director Marilyn Wall seconded the motion. The motion passed unanimously.

Timestamp: 50:08 – 52:24

B-4 Request Board Approval to Purchase Two (2) Type 6 Pumper Apparatus – Support Services Officer Bill Bischoff

SSO Bischoff submitted a Memorandum outlining the purchase of new pumper apparatus.

Vice President Hawes asked for a motion for the Board to approve the purchase of two (2) Type 6 pumper apparatus bodies in an amount not exceeding \$370,000. Sec/Treasurer Jay Cross made a motion, and Director Marilyn Wall seconded the motion. The motion passed unanimously.

Timestamp: 52:24 – 57:44

B-5 Request Board Approval of a 5-Year Hose & Ladder Testing Agreement with Pacific Northwest Hydro LLC. – Support Services Officer Bill Bischoff

Vice President Hawes asked for a motion for the Board to authorize the Fire Chief to enter into a 5-year hose & ladder testing agreement with Pacific Northwest Hydro LLC. In the amount of \$28,116 for the first year and \$33,405 for FY25-28, making the total contract amount \$161,739.60. Director Thomas Joseph made a motion, and Sec/Treasurer Jay Cross seconded the motion. The motion passed unanimously.

Timestamp: 57:44 – 59:40

VII. OTHER BUSINESS – No action required

OB-1 Board Committee/Liaison Reports

Foundation Liaison – Director Cross

Nothing to report.

Timestamp: 59:40 – 01:00:01

Interagency Committee – Director Joseph/Director Syring

Director Joseph reported on Gladstone Fire’s interagency meeting on February 8, 2024. President Syring reported on Sandy Fire’s interagency meeting on January 29, 2024.

Timestamp: 01:00:01 – 01:02:33

OB-2 Board Informational Updates/Comments

Nothing to report.

Timestamp: 01:02:33 – 01:02:40

VIII. INFORMATIONAL ONLY

A. Division/Department Reports

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

Chief Browne shared an update from the Office of the Fire Chief. In AC Stewart's absence, Chief Browne gave the Office of Strategic Services report.

Timestamp: 01:02:40 – 01:10:03

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

AC Stewart was absent.

Timestamp: 01:10:03 – 01:11:51

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

AC Deters shared an update from the Office of Business Affairs.

Timestamp: 01:11:51 – 01:16:37

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

CFO Whitaker shared an update from the Office of Financial Services.

Timestamp: 01:16:37 – 01:19:27

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

AC Mulick shared an update from the Office of Emergency Services.

Timestamp: 01:19:27 – 01:26:22

R-1f Professional Firefighters of Clackamas County Local 1159 – Vice President Andrew Gordian

VP Gordian shared an update from Local 1159.

Timestamp: 01:26:22 – 01:28:20

R-1g Volunteer Association Report – Volunteer Coordinator Ryan Kragero and Interim Volunteer President Kenton Johnson

Interim Volunteer President Johnson shared updates from the Volunteer Association. VC Kragero was absent.

Timestamp: 01:28:20 – 01:31:15

B. Correspondence

As noted.

Timestamp: 01:31:15 – 01:31:22

C. Informational Items

None.

Timestamp: 01:31:22 – 01:31:27


D. Next Meeting


The next Board of Directors’ meeting will be on Monday, March 18, 2024, at 5:00 pm. The meeting will be hybrid, with the public invited to attend either by remote video conference or in person at Station 5 (9339 SE Causey Ave, Happy Valley, OR 97086).

IX. ADJOURNMENT

The regular Board of Directors’ meeting adjourned at 6:32 p.m.

Minutes recorded by Executive Program Specialist Ariel Roberts and prepared by Administrative Technician Kelly Franzen.


James Syring (Mar 21, 2024 08:47 PDT)


Jay Cross (Mar 21, 2024 14:43 PDT)

President Jim Syring

Sec/Treasurer Jay Cross









CFD - Minutes - 02-26-2024 - Regular Board Meeting

Final Audit Report

2024-03-21

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