

BORING FIRE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

July 14, 2009

The meeting of the Board of Directors for the Boring Fire District, held this date at the Boring Fire Station annex building, was called to order by Chairman Otto at 7:00 pm with the following members present: Les Otto, Dean Hansell, Carl Tuma, Mike Strickland and John Hartsock. Also present were Chief Doug Branch, Volunteer President Jamie McCamman, Capt. George Eisert, FF/EMT-P Rick Larson, Lt. Andy Welk, public citizens Elana Toyooka and Don Arbuckle and Secretary Bookkeeper Lynne Branch.

Chief Branch administered an oath of office and distributed certificates to newly elected directors Les Otto, John Hartsock and Carl Tuma.

Motion by Mike Strickland/Carl Tuma to keep the Board Officers the same as last fiscal year with Les Otto as Chairman, Dean Hansell as Vice-Chairman and Carl Tuma as Secretary/Treasurer. Approved unanimously.

Motion by John Hartsock/Mike Strickland to approve the consent agenda as mailed. Approved unanimously.

Chairman Otto asked for public comment. Hearing none, he proceeded with the agenda.

Chief reminded the Board that the joint East County Board meeting will be on July 21 at 7:00 pm at Hoodland Fire, with the Boring Fire carpool bus leaving at about 6:15 pm. Capt. Eisert will attend to present the joint apparatus maintenance proposal and a report on the Duty Chief program will be made by Chief Branch.

A total of 17 draft policies were distributed to the Board for their review. They were held until FY09/10 for legal review for budget reasons. The policies have a new numbering system, with 10 being for Board policies, 20 for Human Resources, and 30 for Budget and Finance. Chairman Otto requested the policies be distributed with the changes/deletions in color for easier review.

Chief proposed a joint board meeting with Clackamas County Fire District #1 on Wednesday, Sept. 9th. Capt. Eisert will present the joint apparatus maintenance plan. The Board suggested moving their meeting to earlier the same night, to be followed by the joint meeting at 7pm.

Chief Branch gave the monthly operational report.

- The most recent door-to-door smoke detector campaign at Orient Mobile Estates was a success thanks to all the individuals who helped out.

- Firefighter Safety Week was held June 14-20 with a healthy lunch and dinner and safety-related drills on the 17th.
- Volunteer Assessment Center for Lieutenant was held June 17 and 30, with appointments to follow the Chief interviews.
- Division Chief Arbuckle's last day was June 30th. Capt. Eisert and Lt. Welk are sharing Training Division duties temporarily.
- Phase I of the new website has been finished, with Phase II scheduled for completion by Sept. 1.
- The "Tear on it Up at the Town Center" Extrication Challenge was a huge success on June 26, 27 and 28.
- The on-line training service, CentreLearn, is up and will be running for one year thanks to SAFER grant funding. At that time, its value will be assessed.

Chief Branch reviewed the joint regional Duty Chief program with Estacada and Sandy Fire Districts, planned to begin on July 20th. There are still a few things to work out with Computer Aided Dispatch; however, the plan is to have a Regional Duty Chief provide coverage Monday through Thursday from 5pm until 7am. Each district would be responsible for its own Duty Officer coverage from Friday until Sunday. The program will have Chief Officers as Duty Officers at the onset and will be on a trial basis initially, to be evaluated in thirty and ninety days.

Volunteer President Jamie McCamman gave the Volunteer Association report.

- Capt. McCamman attended the management meeting on July 7th.
- Twenty-four members attended the July business meeting.
- Josh Smith has resigned.
- A rafting trip is being planned for September.
- August 23rd will be the date for the annual picnic and swearing-in.
- The Volunteers plan to donate \$500 to the Nathan Benson Education Foundation.
- An extrication team will attend the competition in Dallas, Oregon on July 25th as well as the national event in Puyallup in August.
- Lt. Kourosh Modjtabai has been elected second vice-president of OVFA.

At this time, Capt. Eisert announced his term as shop steward has concluded, so he will not be attending Board meetings in that capacity in the future. Election of a new steward will take place on July 22nd.

Motion by Carl Tuma/John Hartsock appointing the Fire Chief as Budget Officer and Registered Agent for the District. Approved unanimously.

Motion by John Hartsock/Dean Hansell to leave the 2009/10 committee assignments as they were in 2008/09. Approved unanimously.

Chief Branch presented Resolution 09-03, authorizing an intrafund loan from either the Land & Facilities or Apparatus & Equipment Reserve Fund to the

General Fund. If necessary, this would occur before tax money is received on November 15, and the loan would be repaid as soon as tax money becomes available. Motion by Dean Hansell/John Hartsock to adopt Resolution 09-03. Adopted unanimously.

A staff report regarding Chief Officer compensation for FY08/09 was presented to the Board. Three options for a one-time payment in lieu of a cost of living adjustment (COLA) were suggested at 3.5%, 3.5% + .5%, or 3.5% + 1% over the FY07/08 pay rate. The COLA for FY 08/09 was 3.5%. Motion by Dean Hansell/Mike Strickland to compensate Chief Branch, DC Arbuckle and Fire Marshal Don Patty with a one-time payment at 4% of FY07/08 wages. Approved unanimously. Two Board members will need to meet with the Chief to discuss FY09/10 agreements with the Chief Officers.

Chairman Otto recapped the Urban Renewal Reserve process, stating that it would be a benefit for the District to be included in the Reserve with respect to conditional use permits. With the Board's consensus, Chairman Otto will recommend expansion of the Reserve to include the Boring Fire Station.

A Separation Agreement between Terry Ballard and Boring Fire District was presented to the Board, identical to the one discussed at the August 2008 board meeting. Terry would like to work back for eight months after retirement, with the District continuing to pay his health insurance premium and VEBA contribution. At present, there would be no provision for vacation time during the contract period, which is something Terry would like to see happen. The Board requested more information on the vacation issue.

Discussion then ensued regarding the appointment of a temporary Training Officer. The Management Team looked at the benefits and challenges of both an internal and external interim appointment. It was felt that an internal appointment would be better for the organization at this time. The group also considered utilizing a career or a volunteer member to fill the position. There are three career company officers who have expressed interest in the interim position. They are aware this is only a temporary position, since Chief anticipated the Board's desire to go through a "process" to fill the position permanently. Another possibility is the Preferred Workers Benefit Program which Don Arbuckle is eligible to participate in. The State would pay 50% of his wages (not to include insurance or PERS) for six months and his workers' compensation premium for one year. Chief is concerned about setting a precedent of creating a position when someone is injured off duty or with another employer, since we are a small organization with few non-firefighting positions. Carl Tuma and Mike Strickland questioned why this issue was brought to the Board since it is an operational one. Chairman Otto stated that he is a little "gun-shy" after the recent experiences. Board consensus was for the Chief to handle this matter.

John Hartsock said he would have something for the Board regarding the Chief's performance evaluation by the August meeting.

With no other business before the Board, Chairman Otto adjourned the meeting at 8:38 pm.

Respectfully submitted,

Lynne Branch
Secretary/Bookkeeper