

BORING FIRE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

July 11, 2011

1. 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, Carl Tuma, Mike Strickland, John Hartsock and Chris Olson. Also present were Chief Doug Branch, Shop Steward Mike Stockman, Support Member Rick Larson and Secretary Bookkeeper Lynne Branch.

2A. Chief Branch administered an oath of office and distributed certificates to newly elected directors Chris Olson and Mike Strickland.

2B. Motion by Mike Strickland/Chris Olson to keep the Board Officers the same as last fiscal year with Les Otto as Chairman, John Hartsock as Vice-Chairman and Carl Tuma as Secretary/Treasurer. Approved unanimously.

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

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

5A. Chief Branch reminded the Board about the Clackamas County Coordinating Committee Retreat on Sept. 8th and 9th. John Hartsock will represent the Fire Board at the event.

5B. The annual OFDDA/OFCA Conference will be held in November in Seaside. Chief told board members to let Lynne know if planning to attend. Chairman Otto encouraged attendance at the event.

6B. Chief told the Board that the Intergovernmental Agreement with CFD was approved by their board and signed by both chiefs, taking effect on July 1, 2011.

6C. Dillard's Nursery and Boring Fire have both signed the fifth addendum to the original purchase agreement for five acres on Bohna Park Road, which will extend our option on the property until June 30, 2013.

6D. Chief Branch recapped a letter from Steve Gaschler, Public Works Director for the City of Damascus, regarding the Royer Road Study Group recommendation to the City Council. The Council chose to pursue Option #13, which would connect the upper section of Royer Road to the lower section, and install a gate for emergency access only. This was the Study Group's second

choice, with cost and private property impacts weighing heavily on the decision.

7. There was no Volunteer Association report as Volunteer President Rick Searls was attending their business meeting.

8. Shop Steward Mike Stockman noted that with our joint Volunteer Division, training has increased from three to five days now. Steve Deters has filled the Volunteer Coordinator position. Donald O'Dell continues on light duty from a knee injury, which creates challenges to provide minimum staffing if any staff is on vacation or sick leave. Approval to create a new joint hiring list with CFD will be sought at the Civil Service meeting next week.

9A. Motion by Carl Tuma/Chris Olson appointing the Fire Chief as Budget Officer and Registered Agent for the District. Approved unanimously.

9B. Chief presented the roster of committee assignments updated with any staff changes. The Clackamas Emergency Services Foundation is a new committee that Chris Olson will be serving on. Chairman Otto mentioned the function of the Board Policy Monitor, filled by Mike Strickland. Board consensus was to leave the other board assignments to committees as is.

10A. The Fire Marshal (FM) and Public Information Officer (PIO) job descriptions and timeline were brought before the Board for discussion. The FM job description has been amended to show the change in governance with a job offer projected to be made during the first week of November. Chairman Otto asked why any PIO job functions are listed as needing Fire Chief approval instead of FM approval. Chief Branch said there may be some duties, such as relieving the front office, that would fall under the Fire Chief's direction. Boring and Sandy fire will be sharing Fire Prevention Division services until Oct. 1st.

6A. Division Chief Eisert arrived at 7:35pm from the Volunteer Business meeting to give the monthly operational report.

- George and Steve Deters attended the OVFA Conference, where the joint venture with CFD was the focus of conversation.
- Firefighter Safety Week took place June 19-25, with several training events held that were related to safety.
- Two mutual aid calls of note occurred. One in Estacada with a two-alarm fire and an attic fire in Sandy.

5A. Division Chief Eisert recapped the monthly training report.

- With the new joint training in place, there are many time options available which should meet most Volunteer needs.
- Chairman Otto asked if the cross-training with CFD would be complete by December. DC Eisert said it is presently involving driving each other's rigs

and learning each other's stations and that as task books are completed, firefighters will be released to respond. Cross-training should be completed by December.

5C. At 7:45pm, DC Eisert returned to the Volunteer Business meeting and Volunteer Coordinator Deters arrived to report on the joint Volunteer Program.

- ✓ The Program has only been in place for one week, with Steve receiving a steady flow of volunteers at Station 7 and the first combined drill occurring last Wednesday for station and equipment familiarization.
- ✓ There have been 16 sign ups to assist with Damascus Day in the Park.
- ✓ Volunteers will staff a first aid booth at the Clackamas County Fair and will participate in a 9-11 commemoration at Boring Middle School.
- ✓ The recruit process will begin in August.
- ✓ Steve said he is not aware of any volunteers leaving because of the merger.
- ✓ Five new life members were approved tonight at the business meeting.

With no other business before the Board, Chairman Otto adjourned the meeting at 7:56 pm.

Respectfully submitted,

Lynne Branch
Secretary/Bookkeeper