

BORING FIRE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

August 11, 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, citizens Elana Toyooka and Everett Brumaghim, and Secretary Bookkeeper Lynne Branch.

Motion by Carl Tuma/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 reviewed the Goals/Objectives timeline for the Board. Completion dates have been finalized and the responsible persons are working on their objectives. These individuals will report to the Board when their objectives are completed. Objective 3.2, Implement revised hiring and selection process, has been completed per Chief.

Regarding the interim Training Officer, Capt. Eisert, Lt. Hunt and Lt. Welk were interviewed by a three-person panel composed of one career and two volunteer firefighters. Chief concurred with their recommendation that Lt. Welk fill the position for a maximum of six months. Andy will remain a lieutenant, but will receive captain's pay during this assignment. His work schedule will be 24 on, 48 off at present, but could change to a 40-hour work week if feasible. Capt. Eisert will be finishing the SOGs not completed by Don Arbuckle. This fall we will need to decide what process will be used to fill both the Operations and Training Officer positions.

Chief Branch gave the monthly operational report.

- The Operations report and Training report were prepared by Capt. Eisert and Lt. Welk respectively.
- The District recently hosted an NFPA Driver Class with Estacada Fire, where ten of the 27 students were from Boring Fire.
- Hose and ladder testing has been completed with only 200 of 22,000 feet of hose having minor failures.
- Shane Thomas and Brent Hergert have completed all requirements for attaining the rank of Senior Firefighter. The Board expressed their appreciation for their effort.
- Our Extrication Team took Best Incident Commander, Best Medic and First Place Overall awards at the regional competition in Dallas on July 25th. The

schedule for the international competition in Puyallup, WA starting Aug. 18th has been emailed to the Board.

Each Board member received a brochure on the upcoming OFDDA/OFCA Conference in November in Bend. Chief asked the Board to let Lynne know if they plan to attend.

A flyer on training for elected officials was reviewed. It will be at Guide Dogs for the Blind on Sept. 16th and include instruction on the role of elected officials and the incident management process.

Volunteer President Jamie McCamman gave the Volunteer Association report.

- Twenty-seven members attended the last business meeting.
- The annual picnic is Aug. 23rd at 1pm. Swearing-in starts at noon.
- Volunteers staffed the Safety Trailer at Damascus Day in the Park.
- The annual Hood to Coast run will be Aug. 28 and 29, with volunteers staffing an EMS station on the Springwater Trail.
- Volunteers will also staff a first aid booth at the Clackamas County Fair.
- Purchase of lapel pins is in progress to honor volunteer Shane Moon's service overseas.
- Capt. McCamman attended the management meeting on Aug. 4th.

Chairman Otto asked if it might be possible to have the Live Fire Trainer at the Boring Trailhead Park celebration on Sept. 13th.

FF/AO Terry Ballard addressed a letter to the Board outlining his retirement plans and request. He has proposed an official retirement date of Dec. 1, 2009 with the option to work back until the end of April. He would also like to carry over 96 hours (equal to four shifts) of vacation time. The Board suggested Chief check with other fire districts for a policy regarding how long a retiree may work back on contract.

Chief recapped the ECC joint board meeting held at Hoodland Fire on July 21. Chief Branch and Capt. Eisert attended from Boring Fire. The three main topics of discussion were:

- The ECC Duty Chief program began on July 20th and has been going well thus far. This program replaces the Duty Officer with a Chief Officer on Monday through Thursday evenings, with weekends remaining the responsibility of each individual district. It also allows Company Officers to respond on apparatus and lead their crews. The program will be evaluated at thirty and at sixty days.
- The application process to establish a list for Firefighter/EMT is being conducted. The process has been advertised in the Gresham Outlook and Daily Dispatch. The top 36 candidates will proceed to Phase II, which is the oral portion of the process. Boring Fire may look at hiring one or two volunteers for a temporary position of about six months duration if Capt. Eisert and/or Lt. Welk's shifts change to a 40-hr. work week.

- Capt. Eisert presented the joint maintenance proposal he has been working on. Sandy and Estacada Fire are very interested and the plan will be presented at the joint meeting with CCFD#1 in September. The best-case scenario would be to start the joint maintenance with Sandy and Estacada, and add CCFD later when their current contract expires, since maintaining their fleet will be a substantial workload. We would need to add another bay in the annex shop to service larger apparatus and hire a full-time, diesel-certified civilian mechanic.

The 17 personnel policies distributed to the Board in July are presently being perused by District legal counsel John Watts.

Chief Branch informed the Board of three items Chief Kirchhofer would like to see on the agenda for the joint meeting on Sept. 9th.

- Response Performance Report
- Update of CCFD's Volunteer Program and Compensation
- Fleet Maintenance Options

Chairman Otto read an outline of how Boring Fire's Extrication Team is being funded. Their event costs are covered by the District and Volunteer Association except for the time Volunteers have to take off from work. They also receive training points for their participation in events. The Board expressed their appreciation for all their hard work and Capt. McCamman suggested the Board write a letter acknowledging that. Chief will look into how best to share information regarding the TERC organization during the OFDDA/OFCA Conference. John Hartsock suggested that someone from each of the three Oregon teams attend the Conference to explain the benefits of participating in TERC training and competitions.

Carl Tuma asked about a reported malfunction in the Live Fire Trainer. There was an issue with the trainer while at Hoodland Fire and Fireblast responded immediately to repair it. John Hartsock suggested asking for an extended warranty since they have flown out to fix the trainer several times during this first year. Another suggestion was purchasing a maintenance agreement, with the cost to be split among the four east county districts.

With no other business before the Board, Chairman Otto adjourned the meeting at 8:10 pm.

Respectfully submitted,

Lynne Branch
Secretary/Bookkeeper