

**BORING FIRE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

September 12, 2011

1. The meeting of the Board of Directors for the Boring Fire District, held this date at the Eagle Creek Fire Station, 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, Division Chief George Eisert, Volunteer Vice-President Adam Brennan, Volunteer Coordinator Steve Deters, Budget Committee member Elana Toyooka, public citizen Dick Ott, and Secretary Bookkeeper Lynne Branch.

2. Motion by John Hartsock/Mike Strickland to approve the consent agenda contingent upon clarification of Chairman Otto's statement in the August minutes regarding further public education surrounding events with Clackamas Fire. Approved unanimously.

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

4A. The 2012 Board meeting schedule was presented, with the second Tuesday of the month meetings changed to the second Monday on a few occasions to accommodate Carl Tuma's "C" shift schedule. The annual planning session date is still undetermined. Chairman Otto asked if it would again occur on a Sunday, to which Chief Branch replied that it can be held on any day. The Budget Committee meeting will be held on Thursday, May 17, 2012. Director Tuma thanked the Board for accommodating his work schedule.

4B. Chief Branch reviewed the recently completed Education Information Support Specialist (EISS) hiring process. Four candidates were evaluated with the top three going to a Chief's interview. A conditional job offer was made to Tammy Owen, pending a background check. She will start in early October and her schedule will be flexible to accommodate working at weekend and after-hour events. The salary range is \$38-42,000, and Chief plans to start Tammy at the low end, with a possible increase at six to twelve months.

Chief reminded the Board that flyers for the OFDDA/OFCA Joint Conference in November have been mailed. Director Tuma asked if 100% board attendance at the conference results in an insurance credit. Chief acknowledged that a credit is possible with attendance at the conference or certain other classes. Directors Tuma and Olson asked to be signed up.

5A. Division Chief Eisert gave the monthly operational report.

- The District responded to a notable MVA and structure fire in August.
- Members were dispatched on two conflagrations.

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- Each station's call volume was reviewed, noting a decrease in response time.

5A. A joint monthly training report from CCFD #1 was shared with the Board.

5B. Chief Branch provided a short report on the Eagle Creek station since the two officers were not available, with Tyler Chaney on leave due to a child birth and Mike Young being hired by Clark County Fire. Oregon Dept. of Forestry has been housed at Sta148 all summer, and will stay another couple of weeks. The station has also been staffed with a career and summer firefighter for the past two months.

Also noted by Chief, with Obama's proposed Jobs Bill, there has been \$5 billion appropriated for additional Staffing for Adequate Fire and Emergency Response (SAFER) grants. Chief may reassess the District's financial position and look at SAFER positions like those awarded in 2006. He would also like to expand the grant writing capacity of the District, possibly with the new EISS hire.

Lts. Hunt and Bigelow will be attending the Chinook Institute next month, which is similar to the Pacific Program attended by Chief Branch and Director Hartsock.

Chief also informed the Board that because of several staff injuries, the District has been stretched to fill shifts recently. He met with Labor to discuss the options, which included canceling vacations or hiring a temporary firefighter, resulting in a decision for the latter. Five volunteers applied and Scott Ballard has been hired back for about two months. He will be working on several communications projects. Chairman Otto inquired about the recent back injury and Chief said the employee may come back on light duty. Director Tuma asked about a plan if the back injury were to last six months. Chief said the District will be hiring from the new list when the internal Fire Marshal appointment takes place and that individual leaves the line.

Chief Branch also noted that the Communiqué newsletter has a nice article about the joint volunteer program with Clackamas Fire.

6. Vol. Coordinator Steve Deters followed with a Volunteer Program report.

- Emphasis is still on equipment familiarization with Boring and Clackamas volunteers. Company evolutions will be the focus in September.

- Two Saturday drills were added in August and Steve talked about the EMS drills during that month.

- Public events last month included a National Night Out, Boring Fire's picnic and swearing-in ceremony, staffing a first aid booth at the Clackamas County Fair and the Hood to Coast relay.

- The recruiting process has ended with 157 applications. After an orientation meeting, written test, oral interview, physical agility testing, background check and final interview, we hope to have a class of about 25.

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✦ The joint Explorer class is having their first drill tonight.

6. Volunteer Vice-President Adam Brennan gave the Volunteer Association report.

- The steel from Twin Towers is now on display.
- \$200 was donated to Shane Thomas for school supplies for children in Guatemala where he is going this month on a humanitarian trip.
- Plaques for the Timber Pub and Liepold Farms will be presented in October to recognize their contributions to the Volunteer Organization.
- Four volunteers played in a golf tournament fundraiser for the Emergency Services Foundation.

Chairman Otto raised the topic of disseminating information on the joint BFD/CFD Volunteer Program to the public to try to quell the “Clackamas Fire is taking over Boring Fire” rumor. Chief Branch has taken the opportunity to speak about the topic at Good Morning Damascus and other meetings, and is planning on addressing the issue in an upcoming Fire Break newsletter. Director Strickland added that Chief emphatically stressed the “volunteer only” merger at the recent joint board meeting with Sandy, Hoodland and Estacada Fire Districts and that any fusion beyond that is not in the foreseeable future. Citizen Dick Ott asked if Sta148 would be keeping its current apparatus or would end up with everyone else’s junk. Chief replied that Boring Fire has an aggressive apparatus replacement plan and there would be no changes at the Eagle Creek station.

7. There was no Labor Group report.

8. Director Hartsock spoke about the Clackamas County Coordinating Committee meeting he attended. Most of the discussion was regarding transportation and not collecting enough money to make improvements. Cities need to work on transportation funding.

Director Olson recognized Chief Branch, DC Eisert and Vol. Coordinator Steve Deters for their work on the 9/11 Commemoration. He received considerable positive feedback on the event.

Chief noted that he will be attending the CFD planning retreat along with DC Eisert, Steve Deters and Vol. President Rick Searls. Also, the Daily Dispatch contained an article on the dispute between the City of Keizer and Marion County Fire over fire and EMS service coverage and boundaries. Chief said it will be interesting to follow as a similar problem could emerge in other areas of the state.

Discussion ensued regarding 800 MHz radio coverage and if it will be necessary to maintain two radio systems including VHF. Director Strickland wants to make sure that the Board is kept abreast of changes. Chairman Otto assured the

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Board that with Director Hartsock and Chief Branch involved with C-800, the Regional Radio Group and on the C-Com User Board, any new developments would be passed along.

10. At 8:10 pm, Chairman Otto polled the Board with a unanimous decision for an Executive Session pursuant to ORS192.660(2)(i), to review and evaluate the employment-related performance of the chief executive officer with Les Otto, Carl Tuma, Mike Strickland, John Hartsock and Chris Olson present. Also present was Chief Doug Branch.

Chairman Otto reconvened regular session at 8:58 pm with no action being taken during Executive Session.

With no other business before the Board, Chairman Otto adjourned the meeting at 8:58 pm.

Respectfully submitted,

Lynne Branch
Secretary/Bookkeeper