

BORING FIRE DISTRICT DIRECTORS MEETING MINUTES

November 8, 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, Division Chief George Eisert, Capt. Andy Welk, Volunteer President Rick Searls, Volunteer Coordinator Steve Deters, Shop Steward Mike Stockman, EISS Tammy Owen and Secretary Bookkeeper Lynne Branch.

2. Motion by Tuma/Olson to approve the consent agenda as presented. Approved unanimously. Chris Olson asked about all the checks listed in the Monthly Expenditures report for mileage reimbursement. Chief explained that we are currently reimbursing CFD's volunteers for mileage and will be changing from points checks to the accountable plan for Boring Fire's volunteers on Dec. 1st. John Hartsock then asked about C-Com's performance times and how they seem to make their goal with medical calls, but not fire calls. Chief has been perplexed by this issue for years and expects a newly formed Dispatch Review Committee to provide an explanation and possible solutions to address the issue.

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

4A. Chief Branch distributed the 2010/11 audit, received from auditor Patrick Carney today. Patrick stated that the audit complies with standard financial practices and is in compliance with State law. The Board was asked to let Chief know if they have any questions on the audit before the December meeting, at which time the Board will be asked to approve it.

4B. Regarding 2010/11 objective 6.2, Research optional revenue sources, Chief distributed a financial worksheet, with actual numbers going back five years, and projections for five years in the future. This will be part of the 20-year financial plan still in process. Grant income and expense will be removed so as not to skew the percentage increase over prior years. Also, the beginning fund balance will be included to eliminate the deficit shown on the report. Chairman Otto asked for an update prior to December's meeting.

4C. Chief Branch then reviewed a staff report regarding an IGA with CFD to obtain staff support for a six to eight week period while DC Eisert is on leave. After meeting with CFD, they have offered to provide a Battalion or Deputy Chief for approximately 16 hours a week during George's absence. Chairman Otto expressed some displeasure that a contingency plan was not created sooner. Chief explained that until recently, when George decided to seek alternative care, there was no need for an IGA. Carl Tuma suggested this proposal could have been pre-planned, to which Chief responded that he could have run through various

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opt to do. Board consensus was for creation of a for such events. Carl then asked what the plan is when George returns. Chief said that would depend on what George decides at that point. Chairman Otto interjected that the succession plan can be discussed further at the December Board meeting and future planning session. Action on the IGA was deferred until Action Items later in the meeting.

The annual Christmas Basket program was reviewed at this time. After discussion between Chris Olson and Kathie Cicerich, head of the program this year, it was decided to dispense with the dinner at Mt. View Golf Course since it was less profitable in 2010 than in prior years. Tammy distributed the program timeline to the Board and noted that we are on schedule. A press release will go out tomorrow. John Hartsock suggested that Tammy meet with the local newspapers regarding her new position with Boring Fire.

Chris Olson then informed the Board of a public relations event proposed by Old Navy, similar to the one designed recently by Toshiba. Old Navy would like to bring two professional groups to Boring and put on an advertising show with donations going to Boring Fire. Chris asked if Boring Fire would be interested in hosting the event in December. Chief asked for more details and Chris said he would set up a conference call with Old Navy in the next few days to get additional information.

Tammy Owen left at 7:45pm.

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

- With CFD offering employment to 13 firefighters, it has changed the look of Boring Fire's hiring list.
- Lts. Hunt and Bigelow attended the Chinook Program.
- Four structure fires in October were reviewed.
- Scott Ballard was hired back due to staffing issues which will be corrected soon. His last day is Nov. 15th.
- Alarm activity and response times were covered in-depth.
- George thanked the Board, along with his wife Nadene, for their support during his health ordeal

5A. Capt. Welk recapped the monthly training report.

- Training opportunities are now available five days a week. Skills check offs and apparatus cross training with CFD are still in process.
- EMT Basic class is ongoing.

5B. DC Eisert then provided an update on the progress of the IT install at each station as of Oct. 31st. We will be online no later than Nov. 15th and will know more about any cost savings after completion of the project. After attending the Joint Conference, Chairman Otto expressed a concern about exposure of sensitive information if a Board Member's personal computer was confiscated for a public records request. Chief Branch said the District could look into the possibility in

electronic devices to Board Members to conduct

5C. A brief update was provided regarding the second visit this year by the Insurance Services Office. They recently conducted an assessment of our rural water supply capabilities and will inform us on our insurance rating for non-hydranted areas within four to six months.

6. Volunteer Coordinator Steve Deters followed with a program report.

- Volunteers provided medical standby at 20 football games in October.
- Several harvest festivals were also attended by volunteer personnel last month.
- Agility testing took place on Oct. 22nd.
- Final recruit interviews have been conducted with 25 chosen for the January class, including six EMT Paramedics and 11 EMT Basics. There are several college graduates in the class as well.
- Explorers drilled four times in October.

6. Volunteer President Rick Searls gave the Volunteer Association report.

- Rick noted that funding for this year's Christmas Basket program will come only from the Boring Volunteer Association and donations from its citizens. Use of funds from the Clackamas Emergency Services Foundation for the program will occur in 2012.
- Bylaws continue to be re-worked and will be voted on at the December meeting when CFD dissolves their 501(c)(3) volunteer organization.
- The OVFA Conference will be hosted by the Boring Volunteer Association in 2013.

At this time, Carl Tuma suggested taking a closer look at issuing contracts to volunteers at the start of EMT Basic class, obligating them for a certain amount of time or for repayment of their tuition. Chief said this could definitely be a possibility as long as volunteers were made aware of it before being recruited. Discussion ensued on money spent by the District on volunteer EMT-B training vs. what we lose.

7. Shop Steward Mike Stockman gave the following report.

- Staff is looking forward to a new hire, possibly two, in January.
- Scott Ballard will be leaving after filling in for 60 days to address some staff response issues.
- Jason Franklin will be having baby #2 any day and will be out for several weeks.
- IT install will be completed soon. Training will hopefully follow soon.
- Best wishes relayed to DC Eisert on his venture to Arizona.

8A. Review of the OFDDA/OFCA Conference was next. Chairman Otto proposed nominating BFD and CFD for a District Recognition award for their work in cooperative efforts. Discussion was also held on the D block radio auction. John Hartsock explained the auction and said no one bid last time. Part of the issue is lack of funding. John suggested sending a letter in support of the project, which Chief Branch said he would follow up on. Chief also spoke briefly about the sessions he attended at the joint conference.



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AGENDA ITEM 2A

Intra-County Mutual Aid Agreement for board discussion. He explained that the agreement would allow us to obtain emergency mutual aid from all government agencies within Clackamas County that sign the agreement. The Board will be asked to adopt the agreement at the December meeting.

9A. Motion by Hartsock/Olson authorizing the Fire Chief to negotiate and enter into an IGA for Chief Officer level support with CFD. Motion passed unanimously.

With no other business before the Board, Chairman Otto adjourned the meeting at 8:54 pm.

Respectfully submitted,

Lynne Branch
Secretary/Bookkeeper