

Scappoose Rural Fire District
SCAPPOOSE FIRE DISTRICT BUDGET COMMITTEE MEETING
&
BOARD OF DIRECTORS REGULAR MEETING
Thursday, May 12, 2022

Board Members and Required Staff met in-person at
Scappoose Fire District Main Station

Also held electronically via GoToMeeting and telephone call-in number

<https://meet.goto.com/272899965>

You can also dial in using your phone.

United States: +1 (571) 317-3122

Access Code: 272-899-965

Call to Order & Flag Salute: 8:12 pm

Present: Director Graham, Director KriECK, Vice President Reeves, Director Gift, President Sorenson, Chief Pricher, Chief Marks, FD Bloomquist, FF Anderson, Maria Heath, Lt. DuBois, FF Ahlers

Public Comment:

“This is the time for public comment on agenda and non-agenda items. The Board will not take any immediate action but will document all comments and/or concerns. Please note, personnel concerns will not be discussed in a public meeting. If you have any concerns with personnel, please schedule a meeting with the Fire Chief or Board President.”

Audience Participation: No comment

Consent Agenda:

Motion: Director Graham motioned to approve the consent agenda. Vice President Reeves seconded. Motion passed unanimously.

- **Approve minutes from the April 14, 2022, regular board meeting**
- **Approve 4.30.22 Expense Account activity**

President Sorenson asked if the large PERS expense is the catch-up payment for Quarter 1 of 2022. President Sorenson also asked about Account #720 and the reflective signs expense for drop points on Rocky Point Bike Trails. Chief Pricher explained that these were for staging areas where people can

meet SRFD should they need emergency services. We have responded to 3-4 incidents with significant injuries. President Sorenson asked for clarification on LifeAssist charges.

Director Gift asked how much hose \$20,000 (budgeted amount) will purchase. Discussion followed on NFPA recommendations, purchasing smaller supply-line hose, and current costs.

• 4.30.22 Budget vs. Actual

President Sorenson asked if we are expecting one more tax payment. Chief Pricher agreed there is the possibility of additional revenue, however, the amount is unknown.

Director Gift asked where the \$54,000 was in the budget book and where it is now accurately reflected. Chief Pricher said this amount was in Communications Maintenance and is now in Capital Outlay. President Sorenson asked if anyone knew of an accounting class specific to fire department needs. There are resources through SDAO that could be tapped.

Statistical Data:

- Ambulance Activity Report – Transports are up, and revenue may catch up to it in May's report.
- Response Activity Report – 6.75 calls/day average. All reports were discussed.
- UAS Flight Summary – Directors asked if reporting flight summaries was a requirement of the UAS program. SRFD posts this summary for transparency purposes.

Staff Reports:

- Chief's Report – Director Gift asked who Chief Pricher testified for as mentioned in his report. Chief Pricher testified on behalf of Public Safety with Oregon Parks and Recreation.
- Operations Report – FF Kriek and FF DuBois are working on costing hose. June/July Chief Pricher will approach the board about purchasing a new fire engine because the build time is now two years. Director Graham asked what apparatus would be purchased next and if a used apparatus would be a consideration. Chief Pricher said it would likely be a cabover engine. Director Graham asked if the new engine has been on a fire. It has been on some car fires. Chief Marks mentioned the new engine is a useful piece of equipment.
- EMS Operations – President Sorenson asked if there is anything more Chief Marks could share about his call with Fitch and Assoc. Chief Marks said his impression was that it was eye-opening for them. Director Graham asked about the roof at the main station. Chief Marks said three contractors have been here to look at the roof. One quote was received for \$130/hour to diagnose the problem with no guarantee of finding any issues. One small section of roof would be \$55,000 to repair.
- Fire Marshal Report/Training Report – Director Kriek asked if we charge for inspections. We charge \$120 for initial and final only. Consultation/reinspection fees are being discussed. Rope rescue is taking place this week and next week.
- Financial Report – FD Bloomquist said he will focus on accuracy. President Sorenson expressed thanks for the work on the budget documents.

Old Business:

- SDAO Best Practice Discount –
 - #1 Affiliate Organization Membership is complete.
 - #2 Board Duties and Responsibilities is complete.
 - #3 Board Duties and Responsibilities Checklist: Maria will research who can fill this out and report back.
 - #4 SDAO/SDIS Training: Directors Reeves, Sorenson, and Gift have completed a class. Directors Kriek and Graham will complete a class and report back to Maria Heath. Maria Heath will research if the classes completed by Directors Gift and Reeves in September will count toward this discount.
 - #5 Board Member Education Program: Maria will enroll Directors Kriek and Sorenson.
- Policy Manual Updates – (ongoing)
 - Drug Policy:
Chief Pricher shared a draft policy with a change suggested by Local 1660. Removal of language indicating off-duty behavior. Director Reeves would like to see what the language used to be, in addition to the proposed language when brought before the board. Discussion on specifics regarding this draft policy.
Director Graham motioned to approve Policy 1232. Director Gift seconded. The motion passed unanimously.

Committee Reports:

- Management Team – Did not meet.
- Long Range Planning Committee – No meeting. Director Kriek feels we need to get this started. There is money in the budget to hire a consultant to help develop the strategic plan. The parameters of this will be defined by a contract. The consultant will cost approximately \$40,000. Director Kriek feels this is expensive. Director Gift feels this amount is reasonable, given they will be expected to put the entire strategic plan together. Other board members agreed this is a benefit to the organization and will help drive us toward a finished strategic plan.
- Awards & Incentives – Funding for SVFA LOSAP – Board members discussed an award of no more than \$10,000, as budgeted to fund LOSAP. Director Graham motioned to fund the LOSAP program no more than \$10,000. Director Kriek seconded. Motion passed unanimously.

Chief Pricher described a special award for an ODOT employee who helped our staff while on a response.

Miscellaneous:

New Business:

- Budget Committee review and discussion – President Sorenson again expressed thanks for the work on the budget.
- Authorization to sign agreement with ODF for the REMS – 2-year agreement instead of a 1-year agreement. Director Graham motioned to approve 2-year contract. Director Reeves seconded. The motion passed unanimously.

Good of the Order:

Communications were shared.

Regular meeting ended for Executive session at 9:30

Executive Session began at 9:40 pm.

“Pursuant to ORS 192.640(1), the Board of Directors for the Scappoose Fire District reserves the right to consider and discuss, in either open session or Executive Session, additional subjects which may arise after the agenda is published. “

Executive Session ended at 10:07 pm.

Adjourn: President Sorenson moved to adjourn the regular board meeting. Director Reeves seconded. The motion passed unanimously at 10:08 pm.