



SCAPPOOSE FIRE DISTRICT

P.O.Box 625 SCAPPOOSE, OREGON 97056

REGULAR MEETING OF THE SCAPPOOSE RURAL FIRE PROTECTION DISTRICT BOARD OF DIRECTORS, THURSDAY, OCTOBER 11, 2018, SCAPPOOSE FIRE STATION, SCAPPOOSE, OREGON.

ATTENDANCE: Board members present: D. Graham, R. Cairns, D. Grant and D. Sorenson. Excused absence: A. Kriek

ALSO PRESENT: Fire Chief Greisen, D/C Marks, D/C Pricher, D/C Coombs, J. Salisbury

CALL TO ORDER: President Cairns called the meeting to order at 19:12 and led the flag salute.

AUDIENCE: FF Kriek, FF Booth, FF Gandara, and Lt. Anderson

CONSENT AGENDA: President Cairns opened discussion on the consent agenda items. Mr. Grant moved approval of the consent agenda and Mr. Graham seconded. Questions were asked about the 2 drone registrations and the food truck decals.

The motion to approve the consent agenda carried unanimously.

CHIEFS' REPORTS:

Fire Chief Report. A chiefs' meeting was held October 5 with several vendors to review options for upgrading our VHF or changing to a 700 or 800 system. If we stay with VHF, we have already changed our radios to digital and the additional cost will be manageable. If we move to a 700 or 800 system, all districts will have to save for several years in order to afford it. Chief Greisen said it is not necessary to have all the bells and whistles of the more elaborate models. Structure fire emergencies require a model that is reliable and easy to use. Columbia 911 needs to make a decision in January about what to use. The decision will include the estimated life of the new system.

Columbia River has hired a new mechanic with extensive light vehicle repair experience. He does not have fire engine experience, but that will come with training.

Chief attended a Pre-Winter Operations meeting in Astoria recently. It is expected to be warmer and drier this winter. The snowpack will be less, but there will be snow on the valley floor. This forecast has been reliable in the past.

Cheryl has been working on the ambulance billing analysis. She sent out many surveys to different entities providing ambulance service and/or billing. Many entities have

hired an outside source for billing. Chief and Cheryl talked to one billing company which charges \$22 per bill plus postage and has an excellent collection rate. For Scappoose, that would be about \$22,000 per year. Everyone who works with this company is pleased with their service. They have been in business 27 years and have about 200 clients with little turnover. Chief will have a report and recommendation for the November meeting.

Halloweentown will be bigger this year due to the warm weather. The comprehensive planning that has been done makes a major incident unlikely.

The Oversight Committee needs to meet on a monthly basis, and the best time is at the end of the month.

There will be an all-day chiefs' meeting on October 25.

EMS Chief Report Chief Coombs said implementation of Image Trend is taking longer than expected. It is very customizable and it takes many hours of personnel time to implement all the features. The Scappoose demo site is up so that staff can practice on it. Soon that will be removed and the permanent site will be put in place.

The CAD information will be automatically populated and staff can complete reports offline. If we have seen the patient before, their medications and history will be in the system. Currently we are working on getting the LifePak monitors to talk to Image Trend. It will be a big improvement and save time when it is set up.

Two offers were made for the single role paramedic position and one was accepted. Chief Coombs said we will advertise for another single role paramedic the end of this month, along with the part-time EMTs.

Operations Chief Report The new ambulance is being repaired after an intersection accident in Longview. The frames have to be replaced, so it will take a long time. Insurance will cover the expense.

ODF did not tell the fire districts all the information needed when they recommended opening backyard burning. This caused confusion for both the districts and the public. This will be discussed at the next Fire Defense Board meeting.

Training Chief Report The DPSST recertifications were mailed today. Only 3 people between both districts lost certifications. One of these was by voluntary choice, and the other two are people who have not shown up to maintain the certifications.

Safety & Resource Chief Report The Scappoose station needs a new security system because our current one is too old. We are getting a quote for this. Currently we are unable to manage our electronic entry system. New cards cannot be made and former members cannot be terminated.

Wellness Committee minutes Mr. Grant thanked Chief for including these.

Purchase Proposal for Public Health medical pod runner. The County was required by law to takeover preparedness, Public Health, and building and food inspections. They can no longer contract out those obligations. Public Health had already written a grant for the medical pod runner before the takeover and now cannot process it. If the County handles it, they will charge a 10% fee of \$1,300, and no one can pay this cost. We have

agreed to be the fiscal agent for this grant at no cost so that the grant funds will not be lost and the purchase can happen.

Mr. Graham made a motion for the District to act as fiscal agent for the grant and purchase the medical pod runner on behalf of Public Health for \$13,114.99. Mr. Grant seconded the motion.

The motion to purchase the medical pod runner as fiscal agent for the Public Health grant carried unanimously.

OLD BUSINESS

- A. Awards & Incentives Committee –Length of Service Awards Plan. Chief Greisen said a grant has been written for LOSAP plan startup funds. Therefore we will wait and see if we qualify for grant funds.
- B. Management Team Committee – Mr. Graham said the management team's discussion was about this meeting's content.
- C. Planning Committee – No meeting.
- D. Oversight Committee – As stated earlier, a meeting will be scheduled for the end of October.
- E. Building Preventative Maintenance Policy. This is the second reading. The checklist will not be part of the policy so that it can be modified as needed without bringing it to the Board. The policy will contain a reference to the "current checklist" at the end where the legal references are included. Mr. Grant motioned to adopt the policy and Mr. Sorenson seconded the motion.

The motion to adopt the Building Preventative Maintenance Policy carried unanimously.

NEW BUSINESS: SRFD-St. Helens IGA for Fire & Life Safety Plan Review Services. Chief Greisen explained that this will allow the District to bill City of St Helens for plan reviews like we do for the County. Chief Pricher said that their new building official does not have the necessary certifications for this, so the City needs our assistance. We will receive 75% of the permit fee for this purpose. Mr. Graham moved to approve the agreement and Mr. Grant seconded.

The motion to approve the St. Helens IGA for Fire & Life Safety Plan Review Services carried unanimously.

AUDIENCE: No comment.

GOOD OF THE ORDER: President Cairns reviewed the thank you notes. Mr. Graham asked about the pink shirts. The firefighters explained that these are to raise awareness of

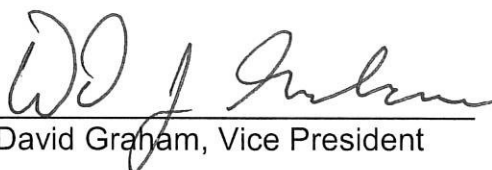
breast cancer. Staff purchase their own shirts, and \$5 of the cost is donated to the Susan G. Komen Foundation.

ADJOURNMENT: President Cairns adjourned the meeting at 8:12 p.m.

Signed this 8th day of November, 2018.

A handwritten signature in black ink, appearing to be 'Ron Cairns', written over a horizontal line.

Ron Cairns, President

A handwritten signature in black ink, appearing to be 'David Graham', written over a horizontal line.

David Graham, Vice President