

Columbia River Fire & Rescue and  
Scappoose Rural Fire Protection District  
Joint Meeting of the Board of Directors  
Columbia 911 District Office, 58611 McNulty Way, St. Helens  
February 28, 2019 7:00pm

Special Meeting: After due and legal notice the joint meeting of the Columbia River Fire & Rescue and Scappoose Rural Fire Protection District Boards of Directors was called to order at 7:03 pm by CRFR Board President Hans Feige and at 7:04 pm by Scappoose President Ron Cairns.

Present: Mark Kreutzer, Hans Feige, Kelly Niles, David Grant, David Sorenson, Ron Cairns, Andy Kriek

Absent: David Graham, Gary Hudson, Ron Schlumpberger

Others: Chief Greisen, FD Nelson, DC Coombs, DC Marks, Janine Salisbury, Lt. Neilson, DC Pricher, RR Motherway, FF Lehner, Lt. Brody, FF Schrotzberger, Shelly Booth, FF Fletcher, DC O'Connor, Kim McLane, Justin Kriek

Hans Feige led the flag salute.

Changes to the agenda: The Boards will discuss the joint process for hiring a chief. There is a request for a CRFR baseball sponsorship.

Business Items:

1. Update on Consultants for Cooperative Services Study
  - a. The Districts can handle this process two different ways: RFP or request quotes because the services would cost less than \$100,000. There are sample reports to review from Forest Grove, Lane County, Douglas County, Jefferson County. Most frequently used vendors are Steve Able and Matrix.
  - b. Mark Kreutzer has arranged for Mike Duyck to come on March 12<sup>th</sup> at 6:00 pm to give a presentation about feasibility studies to the CRFR Board. Scappoose members are invited to attend as well. The presentation will take place at CCOM.
  - c. Can an RFP be completed by the March 12<sup>th</sup> meeting? Chief Greisen can have a draft available for review. Both Boards have copies of the Forest Grove and Lane County studies.
2. Draft RFP for Cooperative Services Study
  - a. Previous discussion covers this item
3. Report on favorable and unfavorable IGA
  - a. Report provided to Board members. It will be updated. Chief Officers need to make some changes. The concerns/comments section is not specifically about the IGA but is still important information. Most of the data has been compiled but there are more pages to process.
  - b. Chief Pricher assisted in putting the report together. It will be provided electronically.
  - c. The Boards reviewed the document including the history of the original Duty Chief IGA and its evolution to the current IGA.
  - d. Per Chief Greisen, not much of the information was a surprise. There is a communication issue, which is the #1 negative. Miscommunication or lack of communication to Company Officers is having a negative impact. Scheduling is

an issue organizational-wide. Upgrades to software systems, including the implementation of Office 365 will help to create opportunities. There was discussion about communication in the past. The District had additional support staff to assist in that endeavor. Technology has replaced people. We need to use technology better.

- e. Division Chiefs will be assigned to specific shifts to aid in standardizing communication, chain of command, training, etc. The Goal will be to eventually get the Chiefs on shift. Line staff are willing to help out with duties where they can. There will be many opportunities to open the door to conversations and consistent messaging.
  - f. Hans Feige asked Chief Greisen what he thinks needs to happen. Chief officers need to work on the compiled comments and standardize communication.
  - g. CRFR Admin is not included in the focus groups. The Chiefs have discussed some of the categories at their meetings.
4. Draft IGA from legal council
- a. This will be deferred while copies are being made for the Board members.
5. Miscellaneous
- a. CRFR has been asked to lend their logo to St. Helens Little League for a baseball sponsorship. The fee has already been paid by someone else, just need permission to use the logo. Kelly Niles moved to approve, Mark Kreutzer 2<sup>nd</sup> the motion. There was discussion about potential liability or issue with public perception. Unanimous vote, motion approved.
  - b. There was a short discussion about Shift Chiefs and their effect on Company Officers on scene. Will they overshadow the Company Officers and stifle their growth? DC's on shift will still be working Monday-Friday and flexing time. Crews should still have the same flexibility they have now when they roll up on a scene. It is not the goal to overshadow crews or circumvent the chain of command.
  - c. Chief Greisen has announced his intent to retire in fall 2019. The plan for hiring has been outlined as one of the appendices in the IGA. A third party consultant should handle the process and report finding to the Oversight Committee. The Oversight Committee will make a recommendation to the Boards. Chief's current timeline is fall, could be November or December if necessary.
  - d. Mark Kreutzer will get SDAO and Western Fire Chiefs to put information together to create a presentation and begin the process. Is it okay to start with SDAO and then shift gears if necessary? The process will incur costs regardless of the agency used. The Oversight Committee should discuss the particulars. Tentatively they can meet on March 8<sup>th</sup> if the information can be pulled together by then.
6. Resume review of the IGA
- a. Some of the recommendations are too detailed. Should this also be an Oversight Committee responsibility? Board members would like time to review. Chief Greisen will talk with legal on March 1 regarding the remaining appendices that are not available currently.
  - b. Hans Feige asked that all Board members read and give comments to their respective Oversight Committee representatives for discussion.

Good of the order: None

Public Comment: None

Being no further business, the CRFR Board of Directors meeting adjourned at 8:22pm.

Being no further business, Scappoose Fire Board of Directors meeting adjourned at 8:22 pm.