

Scappoose Rural Fire District

BOARD OF DIRECTORS REGULAR MEETING

Board Members and Required Staff met in-person at
Scappoose Fire District Main Station
Also held electronically via GoToMeeting and telephone call-in number
Thursday, July 8, 2021

July Regular Monthly Board meeting
Thu, Jul 8, 2021 7:00 PM - 10:00 PM (PDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/678017245>

You can also dial in using your phone.

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Access Code: 678-017-245

Attendees – D. Sorenson, A. Kriek, M. Gift, D. Graham, S. Reeves, Staff – D.C. J. Marks, D.C. M. Bautista, F.D. A. Tardif, FF J. Kriek, FF K. Mathews, LT R. Anderson, on the phone Chief Pricher

Call to Order & Flag Salute Board President Sorenson called the meeting to order at 7:01 pm and lead the flag salute.

Oath of Office – Director M. Gift, Director D. Graham and Director A. Kriek took oath of office. (Director S. Reeves took oath of office at 3pm)

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. Any further action deemed appropriate will be taken promptly. We appreciate you keeping comments to 3 minutes per individual or 5 minutes if you are representing a group of patrons. 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.”

Organizational Meeting - In accordance with Board Policy 2.18

- Select President, Vice President, and Secretary/Treasurer of Board
 - President – Director D. Graham nominated Director M. Gift; Director S. Reeves seconded the motion. Director M. Gift declined; he feels that the president needs to go through SDAO board training, and he has not had the opportunity to

participate in board training yet. Director A. Kriek nominated Director D. Sorensen; Director S. Reeves seconded the motion. The motion carried unanimously.

- Vice President - Director A. Kriek nominated Director M. Gift, Director D. Graham nominated Director S. Reeves, Director M. Gift seconded S. Reeves nomination, motion to appoint S. Reeves as Vice President carried unanimously.
- Secretary/Treasurer – Director A. Kriek nominated Director D. Graham; Director M. Gift seconded the nomination. The motion carried unanimously.
- State official newspaper of record – Discussion on how and where to post public notices. Director S. Reeves suggested posting at the Post office. Director D. Graham moved that the Spotlight Newspaper be the paper of record. Director S. Reeves seconded the motion. The motion carried unanimously.
- State regular Board meeting date, time, and place - Director D. Graham moved to keep meeting time and place the same (Second Thursday of the month at 7:00pm at the Scappoose Fire district Main station). Director M. Gift seconded the motion. The motion carried unanimously
- Establish employee evaluation month - Director M. Gift moved to have the employee evaluation month in February. Director D. Graham seconded the motion. The motion carried unanimously.
- Review the status of legal counsel – Discussion on current legal counsel. The board concluded to continue with current counsel due to a great working relationship.
- Review current contracts – no questions on contracts
- Annual ethics disclosure – A. Kriek declared a possible conflict of interest due to son working at fire district as a firefighter.

Consent Agenda: - Director D. Graham moved to accept the consent agenda, A. Kriek seconded the motion. Discussion on employee recognition and what is or is not appropriate. Director D. Sorenson had questions on capital expenses. Discussion ensued. Discussion on UTV funding. The motion carried unanimously.

- Approve minutes from the June 10, 2021 Regular meeting
- Approve 6.30.21 Expense Account activity
- 6.30.21 Budget vs. Actual

Statistical Data:

- Ambulance Activity Report
- Response Activity Report - D. Graham asked about how the heat affected our call volumes. Discussion ensued

Staff Reports:

- Chief's Report – Chief welcomed the new Division Chief Miguel Bautista. Director D. Sorenson inquired about the S Aerial grant. Chief Pricher detailed the program for the board. Director D. Sorenson asked about meeting with the County Commissioners. Chief Pricher briefed the board on the meeting.

- Operations Report – Discussion on the Rosenbauer engine. Discussion on rescue vehicle. Discussion on HVAC systems. A. KriECK inquired about the vehicles GPS.
- Fire Marshal Report – Discussion on the workload and upcoming projects.
- Training Report – Chief Marks discussed the rope training program and its success.
- Financial Report – no further discussion

Old Business:

1. Policy Manual Updates (*This will be ongoing over the next several months*)
2. Staffing Update

Committee Reports:

- Management Team - no meeting
- Long Range Planning Committee - Director A. KriECK I would like to meet in September. Chief Pricher outlined the plan. Director M. Gift discussed the need to have healthy reserves.
- Awards & Incentives - no meeting

Miscellaneous:

New Business:

- Board policy 3.3 Budget Administration - Director A. KriECK moved to approve changes to 3.3 budget administration. Director D. Graham seconded the motion. The motion carried unanimously.
- Board policy 3.18 District Credit Cards – Discussion on how the program should look. Board would like redundancy so at least one other individual can access the Insta card database. Director D. Graham moved to approve board policy 3.18. Director S. Reeves second the motion. The motion carried unanimously
- Discussion on board policy 4.21 Residency Requirement – Discussion on how this policy came to be. Board asked staff to come back with a recommendation on how this will work.

Good of the Order - M. Gift updated the board on the volunteer association meeting.

Adjourn Director S. Reeves moved to adjourn the meeting. Director M. Gift seconded the motion. The motion passed unanimously, and the meeting adjourned at 8:39pm.

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.