



SCAPPOOSE FIRE DISTRICT

P.O.Box 625 SCAPPOOSE, OREGON 97056

Scappoose Rural Fire District Board of Directors Regular Meeting Thursday, February 8, 2024

- I. **Call to Order & Flag Salute**- President Reeves called the meeting to order and led the flag salute at 7:01 pm.
- II. **Roll Call**- President Reeves, Vice President Graham, Director Kriek, Director Sorenson, Chief Pricher, Chief Marks, Lt. DuBois, FF Booth, FF Zimbrick, FA Heath.
Director Gift attended electronically.
- III. **Public Comment** – No public comment.
- IV. **Consent Agenda**
 - A. **Approve Minutes from 1-11-2024 regular meeting** – No discussion.
 - B. **Approve Jan. 2024 Profit & Loss Detail** – VP Graham asked about a double payment in the uniform line item. FA Heath explained the over payment in January and subsequent vendor credit which was applied to a February payment. Director Sorenson asked about insurance reimbursement payments. FA Heath explained that insurance overpayments are reimbursed from the Administration line item. Insurance payments are received to SDW after the patient pays the balance on their account. There have been more of these payments this year. Directors also inquired about a DroneSense expense, NordicTrack expense, and the purchase of a new refrigerator.
 - C. **Approve Jan. 2024 Budget vs. Actual** – Director Gift noted the underspent budget categories, and asked if these would soon be spent with the purchase of the new engine & tender. Chief Pricher agreed that capital outlay will be spent to outfit the new apparatus. He also mentioned that line items in Materials & Services are being closely monitored. Some of those line items will offset the overspent accounts of Contract Services, Maintenance of Equipment, Administration, and IT.
Director Graham moved to approve the consent agenda. Director Kriek seconded.
Motion carried unanimously.

V. Statistical Data

- A. **Ambulance Activity Report** – Directors noted the increased number of transports. It was noted that the January ice storm didn't generate the expected increase in responses. Chief Pricher attributed that to an accurate weather report and warning to the public of hazardous conditions.
- B. **Response Activity Report** – No discussion.
- C. **Community Paramedic Program** – Work continues on this report. The challenge is in trying to quantify how this position saves the duty crews from repeatedly responding to the community paramedics clients. We continue to find ways to share the value of this position with the community.
- D. **UAS Flight Summary** – Chief Pricher reviewed the January UAS flights, which included a mutual aid call in St. Helens where a UAS was used to rescue a family pet over a steep embankment.

VI. Staff Reports

- A. **Chief's Report** – VP Graham asked if J Term was completed. Chief Pricher noted that January J Term is complete. The program continues through the remainder of the year with another J Term in June. Director Gift shared that there was positive feedback from the high school.
Director Sorenson asked about the project listed in the Chief's report stating development of a mutual aid agreement with Portland Fire. We provide mutual aid now, but there is no formal agreement.
Director Sorenson asked about Oregon Paid Family Medical Leave, wondering what the issues have been with the implementation of this new law. Chief Pricher described some of the challenges SRFD has had with this new law.
- B. **Operations Report** – No questions from the Board.
- C. **Fire Marshal & Training Report** – Director Gift asked for explanation on an inspection that appeared on the January Chief's report. This was a request from Columbia County for a final inspection at the Trojan plant.
- D. **Battalion Chief's Report** – No report in the board packet.
- E. **Member Outreach Report** – VP Graham noted the new faces that appear on the dashboard and member board. The directors noted that April 6th is the date of the Awards Banquet.
- F. **Finance Report** – The audit is complete, with no deficiencies. FA Heath clarified how the credit card expenses were reported on the finance report. There were three large expenses that came from Capital Outlay accounts. This is generally not the case. Most credit card expenses are General Fund expenses.

VII. Old Business

- A. **Bond Discussion** – SRFD has a signed contract with the Keystone Architecture to reach out to contractors to complete several cost reports for the building renovation. This

will help SRFD know if the project will be able to be presented on a ballot measure all at once or phased in in segments. SRFD needs to educate the community about the building renovation needs and understand community sentiment regarding a bond measure. Once the budget process is in full swing, a better estimate of the amount of savings SRFD can put toward the project will be made available. If we continue with this process, we need to make a decision by April 2024 for placement on the November 2024 ballot. The ballot title for publication notice needs to be filed by August 16 and Form SEL 803 (Notice of Measure Election) filed by September 5 for a November ballot.

Director Graham asked if we've been promoting all the good work the District has been involved in on social media.

VIII. **Committee Reports**

- A. **Management Team (Reeves & Gift)** – President Reeves & Director Sorenson met prior to today's meeting. Topics of discussion included the possible bond measure, Chief Pricher's evaluation, and building a relationship with the new interim city manager. Director Gift requested baseline salary information from Chief Pricher prior to his upcoming evaluation.
- B. **Long Range Planning (Graham & Sorenson)** – No meeting.
- C. **Awards & Incentives (Sorenson & Krieck)** – No meeting. A meeting will be scheduled in the next two weeks to plan for Awards Banquet.

IX. **Miscellaneous** – No agenda items.

X. **New Business**

- a. **Appoint Budget Committee Member** – President Reeves requested a statement be made in the City's Newsletter regarding the budget committee opening.
- b. **Major Budget Item Discussion** – Chiefs Pricher and Marks have started discussing the replacement of the next ambulance. Planning must be done 18-24 months in advance.

XI. **Communications** – There were no communications shared in January.

XII. **Good of the Order** – Director Krieck will not be present at March's regular board meeting. President Reeves thanked FF Booth and FF Chaffeur for taking good care of her family member recently.
Director Gift thanked FA Heath for work on the audit.
We've received one proposal for audit services. This closes February 16, 2024.

XIII. **Adjourn** – Meeting adjourned at 8:09 pm.



Mark A. Gift, Secretary-Treasurer



Date



Submitted by Maria Heath