

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS MEETING

MARCH 17, 2022

1. Call to Order. The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Pankey at 5:30 p.m. on Thursday, March 17, 2022. He advised any members of the “Live” viewing audience of the procedures to be followed should they have any questions or comments.

2. Pledge of Allegiance. Mr. Pankey led those present in the Pledge of Allegiance.

3. Roll Call. Directors present were Reda Eckerman, Buster Pankey, and Todd Holt; Kathryn Menefee was excused and Kevin Battles was delayed. A quorum was present.

4. Special Staff/Volunteer Presentation. Chief Jamie Mason was presented with a plaque/coat rack made by the Staff and Volunteers, featuring pike poles from the old 1981 ladder truck, in honor of his one-year anniversary as Fire Chief. Mr. Battles arrived at 5:33.

5. Approval of Minutes. It was moved by Mr. Battles, seconded by Mr. Holt, to approve the minutes of the Board of Directors meeting of February 17, 2022, as presented; motion carried.

6. President's Report. None.

7. Citizen Participation. None.

8. Staff Presentations. Chief Mason reported 49 calls so far this month and a total of 101 for the month of February. **Training.** Training hours year to date are 546.5 and 165.5 for the month February 17th to date. The last session of Rope Rescue training will start next week. **Maintenance.** Maintenance Engineer Erich Knudson reported that the security cameras at Tidewater are installed, as well as the propane bottle, which still needs to be professionally hooked up. He has been working to get the brush truck back in service before the wildfire season starts. He had attached to his report a sample of the kinds of data on the vehicles that he has been entering into the fleet software, which tracks mileage, maintenance, operating costs, etc. for the individual apparatus. Mrs. Eckerman appreciated the information but suggested that a line graph or bar chart might be easier to understand than a pie chart. **Administrative.** No report.

9. Volunteer Report. In President Booth's absence, Chief Mason reported on the Volunteer's community activities in the last few days, which included participating in the Crestview School Career Day today and on Friday helping with their Wildland Program, teaching first aid in a wildland setting. The Wildland Program is for sophomores to seniors and they are working on it with the school; they plan to take the brush rig up there to work with. The repairs that Lt. Knudson has been making involved putting back in service the ability to modulate, which means pump and roll and use the turret in front of it. It was disconnected a few years ago and never put back together; could have used it on the Echo Mountain fire. He said that now we are fully staffed we should be able to get into Conflagration, which can bring in some income. Mrs. Knudson

commented that there was another volunteer application; the background check has come in so they will be setting up an interview.

10. Union Report. Lt. Jo Bartling reported that they will be working on setting up some dates to work with the committee on the upcoming contract and they plan on covering a few sections at a time. This won't affect the budget until next year.

11. Finance. Mr. Quick reported a total of \$935,061 cash on hand at the end of February, 8 months through the fiscal year. Personnel costs are currently about 4% under budget, medical supplies are over budget, PPE is currently about half, fuel is high and will no doubt be over budget, and repairs are over, partially due to upgrades to ensure conformity for recently purchased apparatus. Taxes received are already over 2.6% over budget, with May and June still to come in. Sales of surplus property through February were \$29,448 and the compressor just sold for \$4,500. Mrs. Eckerman commented that she had asked Mr. Quick for a review of the legal fees, which he had brought, but she hadn't had a chance to go over it. He explained that some of the amounts were because of the accrual method of bookkeeping. Moved by Mr. Battles, seconded by Mrs. Eckerman, to accept the financial report; motion carried. Moved by Mr. Battles, seconded by Mr. Holt, to pay the bills; motion carried.

12. Correspondence. None.

13. Old Business. None.

14. New Business. City Lease. The proposed lease will be sent to legal counsel for review.

15. Chief's Report. They have been busy with calls, but Chief Mason has been in contact with McKenzie to come up with a revision of plans using the full footprint of the current building, with the addition of two new bays. He should have that by the next meeting. He had included in the packet a draft of Civil Service rules for review. The next step is for the Board to appoint a Civil Service Commission of three people independent of the Board who are taxpayers in the District. It would meet once a year to review/update the rules, or in the event there is a civil service issue. It establishes the rules which have to be followed in the hiring process. These are Federal rules, which should be meshed with current policies. He recommended trying to get people with experience, especially in civil service, and ask for letters of interest; he will check to see if Volunteers would be eligible. Chief Mason is still trying to get the "Every 15-Minutes" program going at the school but leadership is still reluctant. He is working with Officer Landry to try to get at least a portion of it but he still wants the serious impact. The next option may be a demonstration as part of Beachcomber's. He introduced the two new hires, Charles Stay, FF/ENG EMT and Taylor Jernigan, FF/ENG Paramedic. Their shifts all start the next two rotations so we are now minimum staffed with at least two per shift. There hasn't been much movement on the grants, FEMA is still dragging their feet but we should hear soon. Numbers are needed to set budgets. Mr. Battles asked about conflagration response now that there are more people, but the problem is that there are currently only two Engine Bosses, Chief Mason and Lt. Cody Johnson, so one of them would have to go unless there was an Engine Boss from another district. We can send out our Type 3. We have volunteers willing to go if they can work it out with their

employers, since it usually takes a 2-week commitment. Discussion of recruiting and using high school students for wildland firefighting. Lt. Bucher has talked to Mr. Skirvin about training, but a lot of the work done in the wildland fires is structural protection, which requires certification; even the basic firefighting requires being certified. Chief Mason commented that the Action Items are either completed or budget items, which is just about done. He is working on the equipment levy now and the Five Rivers water situation. The final Rope Rescue training is scheduled to include the new people. Following discussion it was decided that another goal setting meeting should be planned, possibly in July.

16. Questions from Citizens and Viewing Audience. None.

17. Good of the Order. Mr. Battles commented on how good it was to see everybody today at the school Career Day.

18. Adjournment. There being no further business to come before the Board the meeting was adjourned at 6:06 p.m.

Respectfully submitted,

Jan K. Hansen, Recording Secretary

Approved:

Board Chair