

# CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

## BOARD OF DIRECTORS MEETING MINUTES

AUGUST 18, 2016

1. Call to Order: President Grady called the meeting to order at 5.32 p.m. Thursday August 18, 2016.
2. Roll Call: Mr. Grady, Mr. Brooks, Mr. Battles, Mrs. Eckerman present; Mr. Quayle was excused. A quorum was present.
3. Approval of Minutes: Moved by Mr. Brooks, seconded by Mr. Battles, to approve the minutes of Special Meeting July 21, 2016 as presented; motion carried. Moved by Mr. Brooks, seconded by Mr. Battles, to approve the minutes of Regular Board Meeting July 21, 2016 as presented; motion carried.
4. Citizen Participation: Peter Carlich, referring to his letter sent to the Board requesting submittal of application for the ASA, read his letter, with a change in date for such final application from the end of August to October 1, 2016. Don Chin spoke about the community feeling the loss of their own ambulance; people need a sense of security in a retirement community like ours. They want to have local people answering their call. He also felt the Board needs to renew the ASA, and said that the ambulance service was paying for itself until 2012 and now there will be new transport and more people volunteering as EMTs. Pam Pitts wondered about the information she asked for last month regarding a more detailed record of the ambulance service income and costs. She is not sure if ambulances are possible but the ASA should be kept open for potential possibilities in future. In the past, the biggest problem has been communication; the Board is now doing much better in providing information.
5. Staff Report: Captain Joll reported that in August so far they have responded to 20 medical calls, 7 mutual aid, 5 service calls, 4 MV's, and 2 water rescues. Over a 3-day span COC had to deal with 8 fatalities. The emotional effect on personnel has been bad, especially with the newer volunteers. Rick as chaplain has helped, as well as the good internal department mutual support. The volunteers need to be commended for their service to the community. Training focus this month has been Radio/ Communications and Ladders; the Apparatus Operating Academy is still in progress for the next few weeks and should result in 5 certified operators at the end of the training. The CPR Instructor class is scheduled for August 23<sup>rd</sup>; at the end of that class we should have 3 certified American Heart Association CPR instructors available to train all 2,087 residents of Waldport in CPR. He checked on the status of the new ambulance, and it is very close to being completed. We continue to work well with Seal Rock Fire, and in many of the incidents this last month had an opportunity to reciprocate their command support.

6. Volunteer Report: President Booth reported that COCFR had 5 new applications last week, and they are in the process of screening to begin the process of background checks. Questions have been raised in social media and on the phone as to what tasks are available for volunteers, and there are many if community members will just contact the station. One new volunteer has received the Red Probation Shirt and 2 more are nearing completion to receive Blue Volunteer Shirts. President Booth also recounted the many traumatic high impact calls to which the volunteers had responded, and that the resources had been minimal due to the absence of several core personnel because of travel. Since his return he has been visiting with all personnel who were involved. Regarding station duties, volunteers continue performing Rig checks, clean up and manning the office. The apparatus bay is immaculately clean. He wished to recognize the services of Robert Harrison, Joe Bartling, Casey Wittmier, John O'Brien, and Charlie Leschicki, under direction from Bob Carskadon. Training this month was Radio/Communications, the most important lesson being to listen, not talk. August 9<sup>th</sup> was the Safety Meeting/Drill, and on August 16<sup>th</sup> the SCBA 101 training, Familiarization of Equipment. A Volunteer Association Meeting/Potluck is planned for August 24<sup>th</sup>, and there will be an election for two positions due to people stepping down or going to school. On August 30<sup>th</sup> there will be a drill. Public Service Events consisted primarily of answering questions concerning burning, and the Beloved Event was conducted up by Tidewater.

7. Finance Report: Mr. Quick reviewed the financial report as of July 31, 2016. Cash on hand was \$127,456; received \$12,373 of the ambulance receivables due as of June, leaving a balance due of \$13,742, most of which is owed by the VA and they pay on their own schedule. When that occurs, most of the balance of the ambulance receivables will be paid down. Payables were \$17,362, primarily owed to the City of Salem for the communications service, which is a quarterly payment. Moved by Mr. Brooks, seconded by Mr. Battles, to approve the financial report as presented; motion carried. Moved by Mr. Brooks, seconded by Mrs. Eckerman, to approve the bills; motion carried. At this time, Mr. Chin questioned what the bills were; Mr. Grady read through the list.

8. Correspondence: Captain Joll commented on the minutes of the Ambulance Service Review Committee meeting of July 27, 2016 included in the Board packet. He had attended the meeting as a replacement for Mr. Woodruff at the request of Chief Reed. Most of the meeting concerned data recovery; one of the other purposes for the committee is to review complaints, and this had included the receipt of a letter from Chief Ewing of Toledo regarding the services of Pacific West and the involvement of ASA 4, a copy of which was also included with those minutes. Captain Joll also mentioned the thank-you letter from the Waldport Library for the participation of the COCFRD in Big Truck Day. Pam Pitts questioned whether the letter from Chief Ewing referenced COC staff or services; Captain Joll explained Chief Ewing's concern was that with PacWest covering the extended area of ASA 4 their services to ASA 3 might be degraded.

9. Old Business: Following discussion of the invoice from District Budget Officer Shelby Knife for \$1,250 for preparing two potential budgets, it was moved by Mr. Brooks, seconded by Mr. Battles, to pay the bill; motion carried.

10. New Business:

a. Interim Chief Stearns: He thanked the Board for bringing him here. He arrived on the 8<sup>th</sup>, which was the weekend everything happened. He's been spending time meeting people, getting familiarized with the district, meeting with the volunteers, and looking at the budget. It looks like we'll be able to hire 2 new people; with the levy passed there's a light at the end of the tunnel and things will get better.

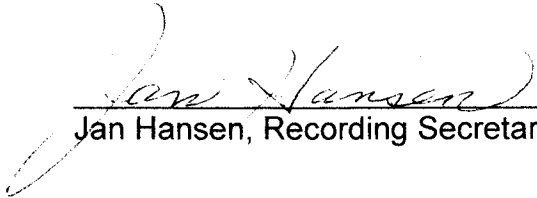
b. Safety Committee Minutes of August 9, 2016: Captain Joll just wanted to comment on the recent significant episodes and the importance of ensuring a safe mental state as well as a safe physical state, and the efforts being made to help everyone deal with those traumatic situations.

Although it was not included on the agenda, at this time President Grady wanted to bring up the situation of the Tidewater Station. Five Rivers Station also needs attention, but he felt Tidewater was more important at this time. He proposed bringing a licensed contractor up there to assess the situation for whatever repairs and improvements need to be made when the funds are available. Discussion followed of what should be done, including whether bathrooms and/or showers would be needed, septic facilities, electricity, generator, etc. He did not think a formal proposal was necessary and the consensus was that it was just a request for an estimate. Don Chin suggested using volunteer labor for repairs, etc.; however, there are state laws regarding liability in such situations that may preclude such help. Mr. Battles questioned how functional the station needed to be for insurance rating purposes; Mr. Grady stated that it needed to at least be restored to the condition it was in when it was first leased 16 years ago. Mrs. Eckerman also express concern for meeting the requirements for future standards that will be required. Chief Reed reviewed the ISO rates; new regulations will require staffing of at least 4 volunteers. That applies to both Tidewater and Five Rivers. In that case, with the necessity of having people on site, there will be a need for more facilities available than currently exist at Tidewater. Five Rivers just needs power; that should be added to the contractor's assessment.

11. Good of the Order: Mr. Chin questioned when there would be a definitive answer to the citizen concerns regarding the ambulance, and Pam Pitts also wanted to know about her request for the financial information. President Grady proposed getting together with Chief Reed to establish a committee to work on these questions; he will talk to him regarding the makeup of such a committee, which would most likely consist of Board members as well as community members.

12. Adjournment: There being no further business to come before the Board, it was moved by Mr. Brooks, seconded by Mr. Battles, to adjourn; motion carried. The meeting was adjourned at 6:21 p.m.

Respectfully submitted:

  
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Jan Hansen, Recording Secretary

Approved:

  
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Board Chair