

BANKS FIRE DISTRICT #13

13430 NW MAIN STREET, BANKS, OR 97106

REGULAR BOARD MEETING MINUTES

Meeting Date: Wednesday, August 9, 2023

Meeting Location: Banks Fire District #13, Banks Fire Station 13 Training Room

Call to Order: Board Chair Kevin Henning called the meeting to order at 6:14 p.m.

Board Members Present: Kevin Henning, Clint Jackson, Mark Standley, Jr., John Wren

Board Members Absent: Pete Lux

Approval of Agenda (Action Item): John Wren made a motion to approve the August agenda as presented. Mark Standley seconded the motion. Voting for the motion: Clint Jackson, Mark Standley and John Wren. Opposed: None. The motion carried.

Approval of Minutes of Previous Regular Board Meeting (Action Item): Motion by Mark Standley to approve the minutes from the General Session, July 12, 2023 as presented. Voting in favor of the motion: Clint Jackson, Mark Standley and John Wren. Opposed: None. The motion carried.

Treasurer's Report: **LGIP: \$1,266,926.93**

General Fund:	\$	521,744.36
Capital Funds:	\$	609,883.10
Debt Service:	\$	580.50
Bond Projects:	\$	143,520.79

US Bank: \$72,252.10

Approval of Accounts Payable (Action Item): Motion by John Wren to approve accounts payable as of July 31, 2023, in the amount of \$193,216.47. Clint Jackson seconded the motion. Voting in favor: Clint Jackson, Mark Standley and John Wren. Opposed: None. The motion carried.

Financial Statements Received by Board of Directors (Action Item): Financial statements were received and reviewed by the board. Motion by John Wren to receive financial statements of the district dated July 31, 2023. Clint Jackson seconded the motion. Voting in favor: Clint Jackson, Mark Standley and John Wren. Opposed: None. The motion carried.

Information Items:

Chief's Report:

- The district had 87 calls in July of 2023. This is above the normal calls this time of year.
- Station upgrades are underway including interior painting, a new cabinet to be built for the hallway where the drinking fountains used to be and the three replacement HVAC units have been ordered.

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- The new website is up and running. It is approximately 85% complete as there are a few more sections that we would like to add to the site. If the Board has any suggestions please let us know.
- The new LED sign upgrade details have been worked out with the City planner and we will be moving forward with installation this month.
- The agreement with the new billing for ambulance transport is in place. There are two resolutions the Board will need to approve to complete the transition. These are under new business in the agenda for tonight's meeting.
- The district is still working out the details of a contract with AMR. We are still in the negotiations stage. Only one fire jurisdiction in the county has signed an agreement at this time (Hillsboro Fire).
- The storage building at Station 14 is complete and turned out very nice. There have been many positive comments on the new building. Shelving and racks will be installed in the next month or two.
- Oregon Department of Forestry purchased a new fire level sign that will be installed at Station 14.
- The district participated in a conflagration to a pre-positioning deployment. Brush Rig 13 and a crew of two were deployed. This is a tactic that the State of California uses to have a crew ready and available when a fire breaks out. This actually can save money in the long run as the fires are put out before they get too large.
- Training Officer, Neal Hammond, is leaving Banks Fire. He will work until the end of August. There is a training officer position open and applications are being accepted.
- Board Chair Kevin Henning asked if there was any more information on the possibility of a building being built at Station 14 for Oregon Department of Forestry. The board had discussed this about a year ago. Chief Linz stated it was held up by Oregon Department of Transportation as they wanted an overpass constructed. It is on hold for now.

Training Officer Report:

- 16 certifications have come back from DPSST. Processing seems to be taking longer than normal and there are many certifications pending from recent applications.
- An Instructor II course is nearly complete. The district had 3 volunteers that participated in the class.
- Instructor I class is in progress. Participants are being assigned topics covered during their Academy to create their presentations for the class.
- A Pumper Operator course is also in progress. The hands-on portion of the class has been completed. Participants are still working on the course work.
- New Flir TICs are now in service. We are looking to put together an opportunity for the crews to become comfortable with them and the different settings.

Volunteer Coordinator Report:

- We are currently recruiting for the upcoming fall Fire Academy. 9 applications are in process.
- We have two interns in paramedic school. We have one district member working on the paramedic test and one that recently passed the paramedic test and is waiting on state certification.
- We continue to work on community outreach programs and recruitment strategies for new members coming from EMS/Fire programs in high school and college.

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- 2 new interns have been brought on board and are working well being on shift.

EMS Officer Report:

- August 1st was the AMR transition as our new ambulance provider. It has been a rocky start with frequent “Level 0” event requiring Medic 13 to be utilized. AMR has the same issues that Metro West had with a shortage of staff particularly paramedics. We foresee an increase in the usage of Medic 13 for transports throughout the county until this issue is resolved.
- With the transition to AMR the district is now purchasing all its own EMS supplies. In the past, Metro West, purchased nearly all of these supplies for our district. We are in the process of negotiating with AMR for a supply reimbursement but that will be based on per call and at a negotiated rate with them. An increase in EMS supplies is unavoidable. We did budget for this for the 24-24 budget.

Public Information Officer (PIO Scott Adams) Report:

- Banks BBQ is in 10 days. There will be extra crews that will participate in the events of the weekend including “Fill the Boot”, the parade, present at the event and at the Combine Derby. The volunteers would like to put a float in the parade with Volunteer Trent Toney, promoting the MDA’s Fill the Boot event. Mr. Toney will play the piano and sing while on the float.
- The district is hosting an extrication training event for OHSU emergency room doctors the first week of September. The class will have up to 30 physicians attending. The training is focused on demonstrating to the doctors exactly what first responders do. The goal is to give them a better picture of what occurs prior to the patient arriving at the hospital in their emergency rooms.
- The community CERT (Community Emergency Response Team) class will begin in October of 2023. The district received a grant to create a local community CERT team that will be trained and ready should an event occur that would require their services.
- In August the Volunteer Association has their school supply drive. They have allocated \$2,000 to purchase school supplies for the schools in Banks School District. Captain and Sheila McGonigal coordinated all the purchases and will deliver the supplies to the schools in late August.

August Safety/Near Miss Report

- No injuries or damages to equipment.
- No COVID issued or other sickness reported.

Old Business: None.

New Business:

- a. **Resolution 08092023A–Resolution Appropriating Grant Funds (Action Item)** John Wren made a motion to approve Resolution 08092023A to appropriate \$77,500 in grant funds received from the AgWest Farm Credit to purchase Fire Hose and Nozzles. Clint Jackson seconded the motion. Voting in favor: Clint Jackson, Mark Standley and John Wren. Opposed: None. The motion carried.

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- b. Resolution 08092023B–Resolution Setting Emergency Response Cost Recovery Fees and Charges (Action Item)** Clint Jackson made a motion to approve Resolution 08092023B to approve setting emergency response cost recovery fees. John Wren seconded the motion. Voting in favor: Clint Jackson, Mark Standley and John Wren. Opposed: None. The motion carried.
- c. Resolution 08092023C-Resolution Adopting An Emergency Medical Services (EMS) Billing Fee Structure (Action Item)** Clint Jackson made a motion to approve Resolution 08092023C to approve adopting an Emergency Medical Services Billing Fee Structure. John Wren seconded the motion. Voting in favor: Clint Jackson, Mark Standley and John Wren. Opposed: None. The motion carried.

Audience Response: None.

Good of the Order:

- Board member Clint Jackson thanked the staff and volunteers for handling the fire of July 15, 2023 so well.
- Chief Linz also thanked the district staff and crews, other fire jurisdictions and the City of Banks for the support of the July 15, 2023 fire. He stated that fire crews from Yamhill, Columbia and Washington Counties all assisted with the fire. The community all worked together to make the outcome of this event positive. The City of Banks utilized emergency procedures and the city employees called all of the citizens in Banks to make sure they boiled their water prior to consuming as so much water was used so quickly, there wasn't time for it to purify prior to consumption. Social Media regarding the event was very positive from community members. The local restaurants and Jim's Market all helped to feed the firefighters. It was community helping community. Board Chair Kevin Henning asked if we could do something to thank these businesses for their help with the fire. Sheila McGonigal stated that thank you notes had been written and delivered to all who helped with this event.

Adjourn Meeting: There being no further business Board Chair Henning adjourned the meeting at 7:11 pm.

Pete Lux
Secretary

Kari Erwert
Recording Secretary