

BANKS FIRE DISTRICT #13

13430 NW MAIN STREET, BANKS, OR 97106

REGULAR BOARD MEETING MINUTES **Corrected 1/9/25 as directed at 1/8/25** **Board Meeting**

Meeting Date: Wednesday, December 11, 2024

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 6:00 pm

Board Members Present: Kevin Henning, Clint Jackson, Pete Lux, Mark Standley and John Wren

Board Members Absent: None.

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

Approval of Minutes of Previous Regular Board Meeting (Action Item): Motion by John Wren to approve the minutes from the General Session, November 13, 2024 with the correction to add Kevin Henning as present. Pete Lux seconded the motion. Voting in favor: Clint Jackson, Pete Lux, Mark Standley and John Wren. Opposed: None. The motion carried.

Treasurer's Report: **LGIP: \$2,460,593.45**

General Fund:	\$	1,191,890.24
Capital Funds:	\$	918,456.13
Debt Service:	\$	210,961.12
Bond Projects:	\$	114,181.06

US Bank: \$59,406.14

Approval of Accounts Payable (Action Item):

Motion by Pete Lux to approve accounts payable as of November 30, 2024, in the amount of \$395,960.18. Clint Jackson seconded the motion. Voting in favor: Clint Jackson, Pete Lux, 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 November 30th, 2024. Mark Standley seconded the motion. Voting in favor: Clint Jackson, Pete Lux, Mark Standley and John Wren. Opposed: None. The motion carried.

Information Items:

Chief's Report:

- The district had 71 calls for the month November. We continue to maintain a response time of 2 minutes out the door. The call breakdown for Station 13 and 14 which includes staffing of 7 days a week at Station 13 and 6 days a week at Station 14. Last month, Station 13 responded to 39 calls (48%) and Station 14 responded to 30 calls (40%) which is nearly equal. Part of the reason our ISO rating dropped is due to the balancing of our staffing and apparatus between the two stations.

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- We took delivery of our new ambulance, Rescue 13 on November 21st. It is currently at Champion Signs for striping and lettering. Our target is first of the year to have it in service. It will be a Rescue Transport with firefighter gear. Chief will take the Rescue to next month's City Council Meeting to show to the City.
- We have been working on a project of equipment rearranging for all of the apparatus. We are placing all equipment in the same place to have a standardized process for all apparatus. The crews are doing a good job with the changes.
- The roof repairs have been completed. We came in under budget for the repairs. All leaks have been repaired.
- A hole in the wet sprinkler line has been repaired. Spots keeps showing up in the metal.
- Washington County is rewriting the current Community Wildfire Protection Plan (CWPP) and they are having each fire district in Washington County drive the committee through each district and show the risks within each district. Captain Scott Arlin is heading up this project for our district and he will go with the County team to show our district. This project is estimated to take approximately 4 months to complete.
- Fiber Build update: we have moved another step forward with this project. All agencies need to sign off and have done that. We hope to complete the first few months of the new year.
- Chief Linz has been attending the City Urban Renewal meetings. At the last meeting they reviewed all of the projects within the URA and need to decide how many of these projects they can bring on board or take out a bond or loan for. Prices have increased since the beginning of the URA in 2017 and they will need to decide which projects they will fund first. The Council is in support of Banks Fire Districts project.
- Elsie Vinemapple update: there has not been much change within their district. We have only responded to a couple of critical calls within the past month.
- Vernonia Fire update: they have appointed a new Chief, Greg Brody (he was in attendance of the Banks Fire meeting tonight). They are trying to move forward and make changes, but it will take time to get these changes in place.
- Board Member, Clint Jackson, asked Chief Linz about the wet sprinkler lines and why it keeps springing leaks. Chief responded that the contractor that did the repairs thinks it was bad pipe. The leaks are only in one section of the system and nowhere else.
- Chief Linz said that the volunteers and staff have been doing a great job responding to calls. They have excellent response and good attendance.
- Chief Linz reminded the Board that the Banks Fire Christmas dinner would be next Monday, December 16th at Station 13 at 7pm. Prime Rib and Salmon are on the menu for the main entrees.

Training Officer Report:

- 5 members from Banks Fire will be attending a Fire Officer I class in Glide, Oregon. The class is presented by DPSST and is no cost to the district. The only cost is the cost of lodging. This will greatly benefit the district to have this experience.
- This is a certification recert year with the State. All members paperwork has been completed.
- Training Officer Haney is working on the drill schedule for next year. He will emphasize officer development and Apparatus Operator skills. He will speak with the group later this month about their wants and desires for training.
- Training Officer Haney is in the beginning stages of planning the upcoming spring recruit academy.

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Volunteer Coordinator Report:

- Interview for spring academy have been occurring. Currently, we have 6 recruits moving forward to academy.
- Lt. Wong continues to work on enforcing participation standards and cleaning up our roster to increase safety, delivery of service and to reduce our volunteer insurance costs.
- Probationary Firefighters from the last academy have been integrating with on duty crews to train and run calls.
- Our intern program is running well. Lt. Wong has established a waiting list for potential interns to replace our current interns as they complete and depart the intern program. This will avoid any low staffing situations.

EMS Officer Report:

- We have taken delivery of our new ambulance, which will be called Rescue 13 (R13). It is currently at the sign shop to get the exterior lettering and graphics applied. Once it returns, we will start equipping it with the rescue and medical supplies necessary. We will then go through the process to license it as a transporting ambulance with the state and Washington County. The goal is to have it in service by the new year, but that depends on how fast the state and county takes to license it.
- We have applied for our annual EMR class and will tentatively be hosting it from January 22nd to March 1st. This will be open to internal candidates first and there may be limited spots open for outside agencies as appropriate.
- We have been working on redesigning our medical kits across the fleets to better match our calls and abilities. Currently, most of our rigs support Advance Life Support (ALS), however most of our providers are BLS (Basic Life Support). We have also been seeing data from the county relating to the breakup of the medical calls and are seeing a far higher instance of BLS patients over ALS patients. This allows us to look at our supplies and tailor them to our needs. This also has the added benefit of being more financially aware with our EMS supply budget, which has recently been impacted by delays and price increases due to nationwide shortages.

Public Information Officer (PIO Scott Adams) Report:

- Banks Volunteer Firefighters Association has adopted local families again this year and has also started a local toy drive. Community members have been donating items and any overstock we may accrue will be used for next year's families or local families in need throughout the year.
- The Letters to Santa program is in full force. Local kids have been dropping letters to Santa and each child that drops a letter gets a personalized letter back from Santa.
- The Banks Light Parade is this Saturday. Banks Fire will participate and put Christmas lights on the apparatus. Captain McGonigal is organizing the event.
- An anonymous Facebook poster asked Banks Fire District why our rigs are dropping off school children in the local school lines. Sometimes between shift changes and crews heading to Jim's to buy groceries for the day, crews may occasionally drop off a member's child on the way. There have also been times when we have taken a child to school as a community event. There were over 50 responses to this post supporting Banks Fire and their volunteers and staff. There were no negative replies on the post.
- The annual Christmas party for volunteers and staff and their families is a fun for all event. Santa will be present for pictures.

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Safety/Near Miss Report

- No COVID reported but one shift with the flu. It did not affect staffing too much as they all did not get sick at the same time
- The back door of Engine 13's spring broke. It requires a new door and one has been ordered from Pierce to replace the damaged door.

Old Business: NONE

New Business:

- **Resolution 12112024A Resolution Appropriating Conflagration Funds** (Action Item) The District participated in the Elk Lane Conflagration and received \$14,374.23 from the Oregon State Fire Marshal's Office. Clint Jackson made a motion to approve the resolution. Pete Lux seconded the motion. In favor of the motion: Clint Jackson, Pete Lux, Mark Standley and John Wren. Opposed: None. The motion carried.
- **Resolution 12112024B Resolution Appropriating Conflagration Funds** (Action Item) The District participated in the Larch Creek Conflagration and received \$20,447.45 from the Oregon State Fire Marshal's Office. Pete Lux made a motion to approve the resolution. Clint Jackson seconded the motion. In favor of the motion: Clint Jackson, Pete Lux, Mark Standley and John Wren.
- **Resolution 12112024C Resolution Appropriating Conflagration Funds** (Action Item) The District participated in the Falls Fire Conflagration and received \$56,849.98 from the Oregon State Fire Marshal's Office. John Wren made a motion to approve the resolution. Pete Lux seconded the motion. In favor of the motion: Clint Jackson, Pete Lux, Mark Standley and John Wren.

Audience Response:

- Board Chair, Kevin Henning, asked about AMR and their response times. Chief stated it has been very good; however, there are still times when they have level zero. The frequently have units posted in Banks. We have had no issues with their staff on calls. The only issue we have is the lack of reimbursement of medical supplies from them.
- Sheila McGonigal of Hillsboro Oregon commented that before all of the details of the Christmas families had been written on the board, that volunteers were taking names and some of them took whole families. She noticed that many of the volunteers were our younger volunteers and she was very impressed with their willingness to help.

Good of the Order:

- Board Member, John Wren, commented that he, Kari and Chief took a 2 ½ hour class this week on Public Meeting Law. He stated that he felt we were fulfilling most of the requirements that were necessary except for needing to add an accommodations clause to the Agenda and website to disclose to people who to contact should they need accommodations to attend our meetings.
- Board Member, Mark Standley, commented that one of our medical call responses patients told him that "The Banks Boys did a great job" when they responded to the call.
- Chief Linz commented that Tender 14's tank is now complete and T14 should be back in service sometime in January.
- Sheila McGonigal told the Board about a local gentleman that donated Fairy Doors (wooden toys) asking Banks Fire to find children to donate these to. The District donated the doors to a nonprofit

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organization called Bags of Love. They donate bags to foster children in need and each bag has various items including toys. Crocheted scarves were also donated from a friend of Captain McGonigal.

Adjourn Meeting: There being no further business Board Chair Kevin Henning adjourned the meeting at 7:05pm.

Pete Lux, Secretary

Kari Erwert, Recording Secretary