

BANKS FIRE DISTRICT #13

13430 NW MAIN STREET, BANKS, OR 97106

REGULAR BOARD MEETING MINUTES

Meeting Date: Wednesday, January 11, 2023

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

Call to Order: Vice Chair Kevin Henning called the meeting to order at 6:00 p.m.

Board Members Present: Ed Ewing, Kevin Henning, Mark Standley and John Wren.

Board Members Absent: Rae Weaver

Approval of Agenda (Action Item): Ed Ewing made a motion to approve the January agenda with adjustments. Voting for the motion: Ed Ewing, Mark Standley, Jr. and John Wren. Opposed: None. The motion carried.

Approval of Minutes of Previous Regular Board Meeting (Action Item):

Motion by Ed Ewing to approve the minutes from the General Session, December 14, 2022 as presented. John Wren seconded the motion. Voting in favor of the motion: Ed Ewing, Mark Standley, Jr. and John Wren. Opposed: None. The motion carried.

Treasurer's Report:

LGIP: \$2,249,078.34

General Fund:	\$ 1,431,999.13
Capital Funds:	\$ 463,580.13
Debt Service:	\$ 195,703.50
Bond Projects:	\$ 141,552.22

US Bank: \$54,640.55

Approval of Accounts Payable (Action Item): Motion by Ed Ewing to approve accounts payable as of December 31, 2022, in the amount of \$248,987.06. John Wren seconded the motion. Voting in favor: Ed Ewing, Mark Standley and John Wren. Opposed: None. The motion carried. Motion to approve checks that were written and issued 1/10/2023, numbers 31584 to 31611 totaling \$66,696.30 by John Wren. Mark Standley seconded the motion. Voting in favor: Ed Ewing, 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 Ed Ewing to receive financial statements of the district dated December 31, 2022. John Wren seconded the motion. Voting in favor: Ed Ewing, Mark Standley and John Wren. Opposed: None. The motion carried.

Information Items:

Chief's Report:

- The district had 109 calls in December 2022 which is the highest number of calls on record for the district.
- The District was awarded the FEMA Assistance to Firefighters Grant (AFG) in the amount of \$156,847.61 for Equipment and Training. This will allow the district to upgrade to electric rescue equipment (cutters and spreaders) with funding from this grant. We will also upgrade to electric fans versus gas powered.

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- Chief Linz is on a panel with other fire jurisdictions to develop a plan in case the EMS transport system collapses. They are looking at other states processes and have been reviewing the plan they have in place in Las Vegas. There is a daily shortage of ambulances and wait time at the hospitals is 8 to 10 hours. This is a statewide issue. The panel is looking at the possibility of taking qualified patients to urgent care versus the emergency department.
- In January the district switched to an ABC (24/48) rotation with the shift officers. This staffing will give the crews a shift officer 24 hours seven days a week.
- Beginning in March only the shift officer on duty will be attending the Board Meetings. They will present all of the reports for each officer going forward.
- We would like to stop the signing of the checks at the Board Meetings. This holds up paying the bills in a timely manner. The same reports will be presented except for the checks written report. All payables will be presented in the monthly Accounts Payable report. Chief asked the Board if they saw any issues with this, and they all agreed that as long as all checks were reported on the payables report it would be fine.
- The district started routine maintenance on all the heavy apparatus.
- Chief Linz asked Christopher Perry, the new Lieutenant Volunteer Coordinator to introduce himself. Chris introduced himself to the Board stating he had just completed Paramedic School and had been a volunteer with Banks Fire for five years and he was looking forward to his new position.

Training Officer Report:

- The recruit academy is nearly complete. They finished up extrication last weekend with Chris Mills and his trainers. All shift officers participated in the training as well. Graduation is set for the 25th of January.
- Continuing to train our current driver operators on the new engines.
- We continue to process task books and certifications. We have individuals that have completed task books from Firefighter 1, vehicle extrication, engine boss, FF type 1 and other various certifications.

Volunteer Coordinator Report:

- We will be starting the new volunteer interviews next week for the upcoming academy. We have a total of seven applicants.

EMS Officer Report:

- There have been 11 transports since the last board meeting. This is up from 6 from the previous month.
- EMR class tentatively slated to begin mid-February
 - Current fire academy and the next fire academy will be attending (if not enrolled in other medical programs)
 - Current volunteers invited to attend and obtain a medical rating.
- Overall call volume in the County has increased, however the overall fire transport volume has decreased except for Banks Fire.
 - November 5th to December 4th: 3,233 transports – 89% versus 11% Metro/Fire split
 - December 5th to January 4th: 3,647 transports – 93% versus 7% Metro/Fire split

Public Information Officer (PIO Scott Adams) Report:

- Banks Fire District has had a busy past few month with the Christmas Party, Christmas Parade, Grinch Event and the upcoming Awards Banquet later this month.
- The Banks Firefighters Volunteer Association will be holding their annual Pancake Breakfast on March 12th at Station 13 in Banks.

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- PIO Adams spent time at a Town Hall in Vernonia with Vernonia Fire. Community members and County Commissioners were concerned about the paramedics being pulled out of Vernonia by Metro West. Metro had to do this due to the shortage of paramedics – they are currently down 30 medics. This is not just a state issue, there is a nationwide shortage of paramedics.

December Safety/Near Miss Report

- No injuries for the month of December.
- One individual tested positive twice for COVID. Most are healthy and are reporting their families are healthy too.

Old Business:

- **Cardiac Monitor Grant Update (Information Item)** As discussed in last month's board meeting, the Banks URA issued a check to Banks Fire so that we were able to pay off the cardiac monitors purchased from Stryker Medical. Banks Fire District received the grant funds in the amount of \$93,500 on December 30, 2022. A check was issued back to the Banks URA on January 3, 2023. The grant is almost complete we just have a few more steps to finish up the paperwork. We will invite Representative Bonamici out to celebrate.

New Business:

- **Resolution 01112023A – Resolution Appropriating Grant Funds (Action Item)** Banks Fire District received \$93,500.00 in grant funds from the USDA Community Facility Grant for the purchase of six Lifepak 15 Heart Monitor Defibrillators. John Wren made a motion to approve Resolution 01112023A in the amount of \$93,500.00. Ed Ewing seconded the motion. Voting in favor of the motion: John Wren, Mark Standley and Ed Ewing. Opposed: None. The motion carried.
- **Resolution 01112023B – Resolution Appropriating Conflagration Funds (Action Item)** Banks Fire District received \$59,317.15 in unanticipated funds from the Oregon State Fire Marshal's Office for the participation in the conflagration Double Creek Fire PCA 47288. Ed Ewing made a motion to approve Resolution 01112023B in the amount of \$59,317.15. Mark Standley seconded the motion. Voting in favor of the motion: John Wren, Ed Ewing and Mark Standley. Opposed: None. The motion carried.

Audience Response:

- Sheila McGonigal, Katie Drive, Hillsboro, OR 97124 – Thanked Chief Linz and Kari Erwert for all of their hard work in obtaining grants for the District. She asked for a total on all of the grants that have been received.

Good of the Order:

- Sheila McGonigal, Katie Drive, Hillsboro, OR 97124 – Wanted to acknowledge and thank the crews that helped set up and take down the tables and chairs for the Christmas party. She really appreciated all of their hard work.
- Chief Linz stated that the completed audit for fiscal year 21/22 was complete and copies could be found in the Board Books. Russ Reis, the District's Auditor was unable to make the January meeting due to a scheduling conflict but hoped to make the February meeting.
- Vickie Morton, Sellers Road, Banks, OR 97106 – asked Lieutenant Perry what he would be doing for the district. Lt. Perry responded that he would be a Shift Officer for C Shift and would be leading and guiding the crews on C Shift.

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Adjourn Meeting: There were no further comments and Vice Chair Kevin Henning adjourned the meeting at 6:55 pm.

Ed Ewing
Secretary

Kari Erwert
Recording Secretary