

BANKS FIRE DISTRICT #13

13430 NW MAIN STREET, BANKS, OR 97106

REGULAR BOARD MEETING MINUTES

Meeting Date: Wednesday, June 14, 2023

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

Call to Order: Board Chair Rae Weaver called the meeting to order at 6:00 pm.

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

Board Members Absent: None.

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

Citizen Appreciation Award

Volunteer Lorna Davis and her daughter Tiffany Douglas were each awarded with Citizen Appreciation Awards for their quick action in their response to a field fire in Cornelius. Because of their quick action the fire was extinguished quickly. The meeting broke to celebrate with cake at 6:04 pm. The meeting resumed at 6:10 pm.

The Budget Hearing opened at 6:11 pm. Board Chair Weaver stated that the hearing would remain open until after Old Business. She asked if there were any questions or comment on the proposed 2023-2024 Budget.

- Mark Schmidlin commented that he thought the budget was very well prepared this year and that he fully supported the proposed budget.

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

Motion by John Wren to approve the minutes from the General Session, May 10, 2023 as presented. Ed Ewing seconded the motion. Voting in favor of the motion: Kevin Henning, Mark Standley, Jr., Ed Ewing and John Wren. Opposed: None. The motion carried.

Treasurer's Report:

LGIP: \$1,453,176.75

General Fund:	\$ 718,777.61
Capital Funds:	\$ 594,316.65
Debt Service:	\$ 1,285.80
Bond Projects:	\$ 143,898.92

US Bank: \$91,662.91

Approval of Accounts Payable (Action Item): Motion by Ed Ewing to approve accounts payable as of May 31, 2023, in the amount of \$199,405.72. Kevin Henning seconded the motion. Voting in favor: Ed Ewing, Kevin Henning, Mark Standley, Jr. and John Wren. Opposed: None.

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

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Information Items:

Chief's Report:

- The district had 70 calls in May which is slightly higher than normal call volume from last year.
- We have started working on some station improvements in the bay. This will continue into the next fiscal year.
- Next Board Meeting there will be information on replacing the last three HVAC units.
- There is a burn ban in effect. Current fire modeling is showing the possibility of a big wildfire season.
- The district received three fire indicator signs that show the fire danger level. A sign will be placed in front of each of our three stations.
- New website is coming along. It is approximately 85% complete with a few more design changes to be made. We want to add a training page and PIO page along with more new design ideas to provide information to the community. The website will continue to be enhanced once it is up and running.
- A new digital LED sign has been ordered to enhance the sign in front of Station 13. The sign will get a digital refresh. Funds for this sign are being provided by a FEMA grant. The sign should be up and running in approximately two months.
- The district is looking into putting a program together for transport billing. Metro West currently bills for our transports but with the new contract with AMR the district needs to be proactive and look for other alternatives.
- The district is currently working on a Mutual Aid agreement with AMR and Metro West Ambulance. The agreement will detail what we do when the county is at level zero, when we can transport etc.
- The district has a one-year commitment from Metro West Ambulance to continue to use Medic 13.
- The district received a grant from Oregon Department of Forestry for a VFA (Volunteer Firefighter Assistance) for wildland breathing masks and the remount of BR14.
- The district received a grant from the Oregon State Fire Marshall's office in the amount of \$5,500 for a Community Wildfire Risk Reduction program.

Training Officer Report:

- Wildland Academy was a big success. Banks Fire had a total of 16 participants that completed the three-day live fire training in Timber.
- Two members have completed their live fire instructor task books and will be completing their live fire instructor charge during our next live fire training.
- The district is looking at organizing a Rope Rescue Operations course for staff and volunteers. This is part of an effort to create a standardized means of rope rescue operations. The rope techs have been meeting for a few months now regarding what various training will be necessary to standardize the process.

Volunteer Coordinator Report:

- We are currently recruiting for Fall Academy.
- We have one new paramedic coming on board – currently in the onboarding process.
- With the changes in Washington County EMS Ambulance providers, we are actively recruiting paramedics and EMTs. Many Metro West providers have expressed an interest in volunteering.

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- We have two interns in paramedic school. We have one district member working on the written paramedic test and one that recently passed their test and is now a paramedic.
- Currently working on community outreach programs and recruitment strategies for new members coming from EMS/Fire programs in high school and colleges around the area.

EMS Officer Report:

- The transfer from Metro West Ambulance to AMR Ambulance is slow moving. The County has not signed the contract yet. It is scheduled to be signed on 6/27/23. AMR is working on renting a building from TVFR for the County headquarters.
- The district tried a new concept. They put the Medic and an ALS staff up at Station 14. Seven calls were ran that day and the concept worked very well.

Public Information Officer (PIO Scott Adams) Report:

- Since the last Board Meeting a meeting was held at Station 14 with Oregon Department of Forestry and the Individual Loggers Association to discuss forest management. Station 14 continues to be utilized as a gathering place for other agencies related to fire just as the Board envisioned.
- Next week PIO Adams will be involved with the 4-H/OSU Wagon Train. Banks Fire District, AMR, and Dr. Daya help to supply some of the EMS Supplies for this annual event.

May Safety/Near Miss Report

- No safety issues to report.
- No damage to any of the apparatus.
- Damage to fence at training ground but unsure as to who damaged it.
- No COVID cases reported.

Old Business:

- Medic Update –
 - Last Board Meeting a question was asked by Board Member Ewing if the district placed an order for a new medic could the district cancel the order? Chief Linz contacted Braun and they said that yes, the district could cancel the order.
 - Another question that was asked was if the district found and purchased a chassis would Braun build a medic for us? The answer was yes.
 - Chief Linz contacted the Banks Urban Renewal Agency and asked if they would be willing to approve \$125,000 from the district's URA fund to put towards the purchase of a new medic. The URA Board reviewed and quickly approved this request. Banks Fire will receive \$125,000 from the Banks URA to put towards the purchase of a new medic.
- **Mutual / Auto Aid Presentation** Chief Linz gave a presentation on Mutual / Auto Aid and why the district participates.
 - Chief Linz presented a slideshow explaining what Mutual and Auto Aid are and why it is important that Banks Fire participates.
 - Banks Fire District adopted a policy May 1, 1989 stating that Banks Fire would participate in Mutual / Auto Aid. This policy was in place prior to Chief Linz joining the district.
 - Chief Linz met with Chief Geering of Forest Grove and asked if they were happy with our service delivery when responding to calls within their district. Chief Geering stated that they were happy with Banks Fire and that there have been no issues with our response.
 - Banks Fire District monitors and works within an EMS System in Washington County.

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- When Chief Linz was hired one of the goals was to improve relationships with our neighboring fire districts.
- Sometimes when we are dispatched to respond on Mutual Aid calls there are many times, we do not respond due to being cancelled or other situations that arise. We do our best to respond to our neighboring districts as needed but need to make sure we have coverage as well.
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Budget Hearing – Board Chair Weaver asked the audience if there were any additional questions regarding the 2023-2024 Budget. There being no further questions Board Chair Weaver closed the Hearing at 7:01 pm.

EXECUTIVE SESSION PER ORS 192.660 (2) (i)-To evaluate the performance of an officer, employee or staff member. Board Chair Rae Weaver adjourned Regular Session at 7:02 pm to go into Executive Session.

Regular Session resumed at 7:30 pm.

New Business:

- **Resolution 06142023A-Resolution Adopting 2023-2024 Budget** Kevin Henning made a motion to approve Resolution 06142023A Adopting the 2023-2024 budget in the amount of \$3,443,135. Ed Ewing seconded the motion. Voting in favor: Ed Ewing, Kevin Henning, Mark Standley, Jr., John Wren. Opposed: None.
- **Resolution 06142023B-Resolution Making 2023-2024 Budget Appropriations** Ed Ewing made a motion to approve Resolution 06142023B making 2023-2024 budget appropriations. Kevin Henning seconded the motion. Voting in favor: Ed Ewing, Kevin Henning, Mark Standley, Jr., John Wren. Opposed: None.
- **Resolution 06142023C-Resolution Categorizing Taxes** John Wren made a motion to approve Resolution 06142023C to categorize the 2023-2024 taxes. Kevin Henning seconded the motion. Voting in favor: Ed Ewing, Kevin Henning, Mark Standley, Jr., John Wren. Opposed: None.
- **Resolution 06142023D-Resolution to Levy Tax (Action Item)** Kevin Henning made a motion to approve Resoluion 06142023D to levy the tax for the 2023-2024 fiscal year. Ed Ewing seconded the motion. Voting in favor: Ed Ewing, Kevin Henning, Mark Standley, Jr., John Wren. Opposed: None.
- **Resolution 06142023E-Resolution Appropriating Grant Funds** Ed Ewing made a motion to approve Resolution 06142023E to appropriate grant funds received from the Oregon State Fire Marshall for Wildfire Staffing for the 2023 wildfire season. John Wren seconded the motion. Voting in favor: Ed Ewing, Kevin Henning, Mark Standley, Jr., John Wren. Opposed: None.
- **Resolution 06142023F-Resolution Appropriating Grant Funds** John Wren made a motion to approve Resolution 06142023F appropriating grant funds received from the Ford Family Foundation for the purchase of Rescue Equipment. Ed Ewing seconded the motion. Voting in favor: Ed Ewing, Kevin Henning, Mark Standley, Jr., John Wren. Opposed: None.

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Audience Response:

- Mark Schmidlin, Banks, Oregon stated a new reporter in Multnomah County reported that AMR had a significant lack of paramedics and he thinks the change from Metro West to AMR will be an interesting change. He also asked if the new digital LED sign would scroll. He stated he thought it was too distracting when signs scroll for drivers to read. He hoped the sign would not scroll.

Good of the Order:

- Sheila McGonigal, Hillsboro, Oregon. She stated a few months ago a citizen approached the Board regarding comments that they perceived to be derogatory made by a board member. She stated she perceives the board supporting the districts volunteers; however even one board member making an unsupportive comment can affect the morale of the people that staff this station. Mrs. McGonigal has some concerns regarding comments made by a different Board member at the May 10, 2023 Regular Board Meeting. Mrs. McGonigal stated that without the contributions of all volunteers including In-District, Out-of-District, interns and TODs the district would not be able to deliver the quality care and services to the community. She continued that many other districts struggle to obtain volunteers, but Banks Fire continues to have a large group of volunteers. She stated that Banks Fire has a very diverse group of volunteers. When a board member makes a comment that the station is staffed by high school students and interns it is disheartening. It reflects negatively on the morale of our volunteers as they see this as a lack of support from the board. She stated we have an excellent response time and our services are outstanding. There were additional comments made by the same board member outside of the board meeting on May 10, 2023. This board member asked Mrs. McGonigal and her husband, Captain McGonigal if they would like to write a check to the district for \$2,000. Mrs. McGonigal drafted a letter to the board that will be given to Board Chair Weaver that discusses these comments in more detail. Mrs. McGonigal went on to say that as a very active volunteer support person for 17 ½ years to Banks Fire District why would a board member ask for a check in any amount. She wondered if it was because they did not live in district. She continued that she and Captain McGonigal have been and continue to be very involved and loyal to Banks Fire District. She felt this was a completely inappropriate request from this board member. Mrs. McGonigal then asked to approach the board so she could give Chair Weaver her letter.
- Chief Linz stated that as June comes to an end two of our Board Members terms will be ending. Board Member Ed Ewing is moving on to spend more time with his family and Rae Weaver is moving on as well. He wanted to take the time to recognize and thank them for their service. Being a board member can be a thankless job, but they work to better the district and are greatly appreciated for their time and effort. Chief Linz presented Board Member Ewing and Board Chair Weaver with service plaques for their time spent with Banks Fire District. He thanked them both for their efforts and making Banks Fire District a better place.
- Board Chair Rae Weaver thanked everyone for their patience with her when she became a new board member. She thanked her fellow board members and stated she appreciates all the time and effort made to be a board member. She thanked the volunteers and staff for their support.
- Sheila McGonigal stated that Board Chair Weaver handled her role with grace and that her and Board Chair Ewing will be greatly missed.
- Board Chair Ed Ewing stated that he is impressed with the new Board and that new the new members are forward, positive thinking people and he feels the new board will do a great job.

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Adjourn Meeting: There being no further comments, Board Chair Rae Weaver adjourned the meeting at 7:48 pm.



Secretary



Kari Erwert
Recording Secretary