

# BANKS FIRE DISTRICT #13

13430 NW MAIN STREET, BANKS, OR 97106

## REGULAR BOARD MEETING MINUTES

**Meeting Date:** Wednesday, November 13, 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 6:01 pm

**Board Members Present:** Kevin Henning, Mark Standley and John Wren

**Board Members Absent:** Clint Jackson and Pete Lux

**Approval of Agenda (Action Item):** John Wren made a motion to approve the agenda as presented. Mark Standley seconded the motion. Voting in favor: 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, October 9, 2024 as presented. Mark Standley seconded the motion. Voting in favor: Mark Standley and John Wren. Opposed: None. The motion carried.

**Treasurer's Report:**                    **LGIP: \$1,224,056.20**

<b>General Fund:</b>	<b>\$ -17,086.38</b>
<b>Capital Funds:</b>	<b>\$ 1,075,448.49</b>
<b>Debt Service:</b>	<b>\$ 4,121.16</b>
<b>Bond Projects:</b>	<b>\$ 113,737.97</b>

**US Bank: \$38,667.91**

Chief Linz explained to the Board that the General Fund was in the deficit because the District has not yet received the property tax revenue for this fiscal year. The District should be receiving a large portion of these funds by the end of this month and early next month which will increase each fund accordingly.

**Approval of Accounts Payable (Action Item):**

Motion by Mark Standley to approve accounts payable as of October 31, 2024, in the amount of \$283,986.04. John Wren seconded the motion. Voting in favor: 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 October 31<sup>st</sup>, 2024. Mark Standley seconded the motion. Voting in favor: Mark Standley and John Wren. Opposed: None. The motion carried.

**Information Items:**

**Chief's Report:**

- The district had 80 calls for the month of October which is a little higher than normal for this time of year.
- We should take delivery of our new Medic on November 21<sup>st</sup>. It still needs striping added and needs to be set up with equipment and supplies. We plan to have it in service by the first of next year.

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- The Chief along with several of the District's Officers completed a pre con on the new engine and after all of the changes we are still in line with the budget.
- The Dayroom updates have been completed including new paint, refrigerators and new carpet is set to be installed on November 18<sup>th</sup>.
- There is another hole in the wet sprinkler line in the bay which will be repaired on November 19<sup>th</sup>.
- WCCCA (Washington County Consolidated Communications Agency) reached out to the County fire agencies to ask for assistance in making a video for WCCCA for an employment recruiting video. Banks Fire responded that we would be happy to help, and the video was shot at Station 14 last week. Duty Officer Victor Haney was one of the "actors" in the video.
- Fiber Build Update – we have moved into the second piece of the PGE process. Our current IT consultant is creating a database for each pole that the fiber will be hung from. The fiber contractor is waiting for this piece to be complete and once it is they will move forward hanging our fiber.
- Banks Fire District was recently reevaluated by the Insurance Services Office (ISO) which is an independent organization that scores fire departments and the communities they are in on how they are doing against the ISO standards which then determines property insurance costs. Our Administrative Assistant, Katie Cooper, spearheaded the project and gathered data and statistics earlier this year and submitted this information to ISO. ISO analyzed the data looking at information such as emergency communication systems, personnel, training, equipment, response times, water supply etc. ISO scores on a 1 to 10 scoring system with 1 being the best possible rating. Scores in our community prior to the reevaluation were a 4/5 in city limits and an 8 outside of city limits. Criteria includes the property being 1,000 feet from a fire hydrant and within 5 miles of a fire station. The outcome was very positive with our ISO rating dropping from a 4/5 in city limits to a 3. Outside of city limits remained at an 8. This is a very positive outcome for our community, and it validates that Banks Fire's training, personnel and response time is excellent.
- Vernonia Fire update – Chief attended the last Board Meeting at Vernonia Fire and they appointed Greg Brody as the part-time Chief. Chief Brody is making strides to make positive changes in their district. He is working on helping their volunteers gain confidence in transporting patients. Fire and EMS have always been divided in their district and this will soon be changing. The Board and Chief Brody are very appreciative of the support Banks Fire has provided. We should be seeing less demand on our district. On another note, their Fire Station remodel and upgrades has been completed. The work was completed by Five Star Builders and the building looks great! They will be having an open house in the near future.
- Elsie Vinemaple update – There has not been a lot of change since our last Board Meeting. Mike and Tanya Wammack responded to a call in Elsie with an injured football player. Elsie was thankful for the help. Cannon Beach Fire has been responding to Elsie's calls lately but the Chief of Cannon Beach said they can no longer sustain these calls. They will respond to critical calls only.

### **Training Officer Report:**

- 10 people passed the Firefighter 1 Academy including 8 from Banks Fire and 2 from Gaston Fire.
- 18 Banks members passed the Firefighter 2 Academy.
- We will having a Mobile Water Supply class when both of our Tenders are back in service. This is the next phase of drivers training.
- 5 members signed up for Fire Officer 1 hybrid class with the in-person class taking place in December.

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## **Volunteer Coordinator Report:**

- Lieutenant Wong has been conducting interviews with potential recruits for the upcoming EMR and Fire Academy. There are currently 5 recruits that have been selected.
- Have been continuing to make headway in cleaning up the roster and enforcing the District's participation standards.
- Will be contacting Fire Science programs in Washington County looking for potential volunteers and interns.

## **EMS Officer Report:**

- No transports for October.
- Due to recent hurricanes on the east coast, our suppliers are having issues keeping EMS supplies available. We are currently evaluation our stock and deployment of supplies. We are getting hit hard with expiring supplies before they are used and looking for ways to reduce the amount of advanced medicines our back up rigs carry. This is an ongoing project that has the support of our medical director, Dr. Daya.
- Once we take delivery of the new ambulance, it should be stocked and ready to go by the beginning of the year. This depends on supply availability and turnaround time from the state and county getting it licensed.

## **Public Information Officer (PIO Scott Adams) Report:**

- The District remained neutral during the recent elections no giving opinions one way or the other.
- The Letters to Santa program is starting next week.
- There is a blood drive scheduled for 11/29/24 which is the day after Thanksgiving.
- The Christmas Light Parade is scheduled for 12/14/24. Banks Fire will participate in the parade.
- The Volunteer Association is supporting five local families this year for Christmas. Toys, clothes and food are all provided to five local families in need. This is 100% supported by the Banks Volunteer Firefighters Association.
- Volunteer, Mike Wammack, was given the Jason Gooding First Responder Award this month. Mike accepted the award at a banquet in Seaside in honor of Officer Jason Gooding, a Seaside Police Officer, that lost his life in the line of duty.
- Chief Linz and PIO Adams considered whether Banks Fire should publicize the change in our ISO Rating and asked the Board how they would like it handled. The Board stated we could answer questions as they came in.

## **Safety/Near Miss Report**

- No COVID or severe sicknesses reported.

## **Old Business: NONE**

## **New Business:**

- **Resolution 11132024A Resolution Appropriating Grant Funds** (Action Item) The District was awarded \$36,587.56 from the FEMA Assistance for Firefighters Grant for tuition and expenses for paramedic school for two of our volunteers. John Wren made a motion to approve the resolution. Mark Standley seconded the motion. In favor of the motion: Mark Standley and John Wren. Opposed: None. The motion carried.

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- **Resolution 11132024B Resolution Appropriating Grant Funds** (Action Item) The District was awarded \$48,050 from the Oregon Department of Emergency Management for the purchase of a new door lock security and camera system. Mark Standley made a motion to approve the resolution. John Wren seconded the motion. In favor of the motion: Mark Standley and John Wren. Opposed: None. The motion carried.

**Audience Response:** None.

**Good of the Order:**

- Chief Linz stated that Tender 14 was out of service for a mechanical repair scheduled to be back in service on Monday. Tender 1 (Hillsboro Fire) is also out of service and is our automatic aid back up so we will utilize Tualatin Valley Fire if need be.
- Board Member Wren asked if Chief had a Forest Grove Fire Cornelius Fire update. Chief Linz did not have an update at this time. He did state that there are only four firefighters employed currently and no volunteers and they are working 48 hours on 48 hours off.

**Adjourn Meeting:** There being no further business Board Chair Kevin Henning adjourned the meeting at 6:52pm.

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Pete Lux, Secretary

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Kari Erwert, Recording Secretary