**MINUTES**

**Umatilla County Fire District #1**

**BOARD OF DIRECTORS**

**Regular Board Meeting**

**March 11, 2020**

***Present:***

The meeting was called to order at 1900, March 11, 2020, in the meeting room at Station 21 located at 320 S First Street, Hermiston, Oregon by Board President Ric Sherman. Those present included board members Bruce Naugher, Eldon Marcum, Spike Piersol, and Mike Hawman, Fire Chief Scott Stanton, Operations Chief Jim Forquer, Operations Chief Jimmy Davis, Battalion Chief Ed Clark, Paid-On-Call Ray Harris and Board Clerk Reta Larson.

***Pledge of Allegiance:***

Director Bruce Naugher led the pledge of allegiance.

***Guests:***

Director Sherman introduced his wife Karen and Daniel Wattenburger who is an account manager with Pac/West (political strategy firm).

***Minutes of February Meeting:***

Director Marcum moved to approve the minutes from the February 13, 2020 meeting. Director Naugher seconded the motion. Motion passed.

***Financial Report:***

Clerk Larson briefly talked abou the totals on the profit and loss statement. The report is a total through the end of February so totals on the percent of budget should be at 66%. The total income is at 66.1%, the total Personal Services is at 67% and the total Materials and Services is at 48.6 %. The budget is looking good for this time of year with ambulance revenues expected to increase with the increase in those charges implemented last month. The balance sheet shows a total $2,400,206.78. Chief Stanton talked about the Century Link appeal to Umatilla County of their taxes. This amount has been withheld from our tax revenues. Once the appeal is complete, then we could receive this money if they lose their appeal. The expenses for February totaled $569,624.79. The last report were those checks signed by the board members for the expenses for the beginning of March. These checks totaled $176,183.63. Included in these expenses was a payment to Zoll for a new monitor in the amount of $23,983.68. UCFD1 received a $20,000 grant from Wildhorse Foundation to cover most of the cost of the monitor. Our quarterly dispatch payment to Umatilla County Sheriff’s Office in the amount of $31,237.17 and a payment in the amount of $9,837.01 to Target Solutions which is an annual payment for our training software were also included in these checks. $1100 of the Target Solutions payment will e paid by Pilot Rock. Director Marcum moved to pay February expenses in the amount of $569,624.79. This was seconded by Director Hawman. Motion passed.

***Communications:***

Ray Harris reported that the Firefighters Association is preparing for their 4th annual Golf tournament to be held in May. They are trying to get sponsors for each hole as well as from businesses this year to raise more revenue. These funds are used to fund the fireworks in Stanfield as well as to help with Paid on Call training expenses.

***Chief’s Report:***

See attached report.

***Old Business:***

Station 25: Director Hawman reported that the building is in and the excavation has been completed to level the ground for the start of the foundation. He is hopeful that they will start in a week or so.

Annexation Updates: Chief reported that there is not much new to report on the Columbia Development land. He did report that the final signature has been received for the annexation of the Hat Rock/Salmon Point area. The next step is for the County commissioners to address it at their meeting. It is expected that they will officially be part of UCFD1 July 1, 2020. Chief Stanton did report that he has been in contact with Dan Cleveland with the Oregon Military Department. They have had to do a little more research on what level of service they will require. As they ramp up and add more national guard personnel, they may need different levels of service. Once they establish the service that they require, we can determine the cost to provide that service.

Tyler Technologies

Payroll Status: Training is ongoing. Significant implementation starts the first week of April. We should go live with the software by June. Director Hawman asked about updates for the software and if it becomes out of date at some point. Jim Forquer states that we will receive updates as they occur as part of our subscription.

Strategic Planning

Process: The committee continues to meet with a meeting held two weeks ago. Chief Stanton thinks that they will need to call a stake holder meeting sometime in May. A significant portion of the document has been crafted. Chief Forquer is working on specific goals and objectives and action items for the operations and the fire marshal divisions. A timeline needs to be put together for an expectation on when the specific goals and objectives and action items will be completed over a 3-year period. This is expected to be complete by the end of April in anticipation of reconvening a meeting with the stake holders in May with final implementation of the plan by July 1. Chief Stanton talked about the fee that Special Districts will be charging for their facilitation of the process. The first 8 hours of their time is free. Chief Stanton feels that the quality of their facilitation of the process was less than we anticipated. To date we have not received a bill from Special Districts. If we do, depending on the charges, Chief Stanton will address at that time.

County Commissioners

Meeting: Chief Stanton has been in contact with Melinda Slatt who is the executive secretary for the County Commissioners. She is trying to get Chief Stanton on the agenda for their Monday morning staff meetings to discuss our money in lieu of taxes for Lamb Weston and the Resolution passed at the December board meeting. Chief is hoping to meet with them before our budget planning process.

***New Business:***

Presentation: PAC West: See Attached bond proposal presentation. Chief Stanton introduced Daniel Wattenburger and Phil Scheuers (Account Manager/Campaign Coordinator) with PAC West. They presented their overview of what they will do for UCFD1 to facilitate passage of a bond. Karen Sherman has experience with Pac West and bond passage. She has nothing but great things to say about their help and success in strategizing bond passage. She highly recommends that the district use them if UCFD1 is anticipating a bond asking. Karen also wanted to thank the district for their help at the Chateaubri fire. This was just across the street from their daughter and she is very thankful for the district’s quick response. Chief Stanton feels that the district would be remiss if we don’t hire a professional firm to help with the facilitation of a bond should the district move in that direction.

Bond Proposal with

Safety Center: One of the discussions that Chief Stanton and Ric Sherman had with the City Manager and the Mayor was the current status of the Safety Center. Most of the building is owned by the City of Hermiston. This arrangement is cumbersome at times with insurance and power bills. The fire district has outgrown the area that we have. The police department has also outgrown the area that they currently use. The future plan proposed for a new city hall does not include moving the police department from their current location. Chief Stanton thinks that it would cost around 1 million dollars to remodel the safety center and possibly a million dollars to purchase the building. Chief Stanton just wanted to let the board know what the cost would be if the board chooses to pursue purchase/remodel plans for the safety center. These costs would be included in the bond proposal if the board desires to proceed in this direction. Chief Stanton further elaborated on the options for future growth that the purchase of the Safety Center gives the district. Director Hawman thinks that we need to pursue determining what the City of Hermiston wants for the safety center is to see if it fits into the bond.

Director Sherman recessed the meeting at 1954 and reconvened the meeting at 1958.

Chief’s Proposal for

Workback: Chief Stanton is eligible for retirement as of May 1. Chief Stanton would like the board to entertain the idea of him working back through June of 2025. This would allow him to draw his PERS pension and receive payment for his hours of work at the district. Some items that the district would no longer have to pay for is the $1500.00 annual Veba deposit for Chief Stanton. All of the details would be contractual. Time off would no longer be compensable. Chief wants the board to know that he is not planning on going anywhere. All board members were in favor of Chief Stanton working back after retirement. Chief anticipates that with the paperwork involved, that the official date of retirement would likely be June 1, 2020.

Stanfield Fireworks

Location: Director Marcum reported that there are currently two locations that are an option for fireworks. One is a location owned by the railroad and is a good location for view from downtown Stanfield. Director Marcum has spoken to the manager of train operations who would take the request up the line, but he did not foresee any issues with having the fireworks display in that location. for Stanfield. If this falls through, then the football field is an option.

Budget Calendar

Approval: Director Hawman moved to approve the budget calendar as presented. Director Piersol seconded. Budget calendar was approved. Director Marcum moved to appoint Chief Stanton as the budget officer. This was seconded by Director Hawman. Motion passed.

Community Paramedic

Program: Chief Stanton reported that the district has received a grant from Eastern Oregon Coordinated Care in the amount of $50,000.00. Chief Forquer has also applied for the Hermiston Community Foundation grant in the amount of $10,000.00. Jim is also working with administration at Good Shepherd to create some more funding options. Chief feels that we are on a good path for continuing this great program. Another area of funding is securing a contract with the coordinated care organizations that would pay us a set amount to sustain the program going forward. Chief Stanton is appreciative of both Jessica Marcum and Chief Forquer’s work to secure funding for this program. Director Marcum asked if this is an area where possibly we could get some corporate partnership. Chief affirmed that it is a possibility and is working on a meeting with Amazon hopefully in the next 4 weeks.

Computer Server: Chief Stanton has received an email from the City Manager requesting funds for a new computer server at City Hall. The plan is to purchase a new server in October and the cost is $20,000.00. They are requesting that we pay $7000.00. Chief Checked with Jordan Standley regarding the purchase of our own server. The cost is roughly $22,000.00 through ESD. Chief also contacted Rob Tooley with Eastern Oregon Telecom. He has not come back yet with a proposal. EOT cannot only supply us with a server, but can manage our entire telephone service. Rob guaranteed that they could beat ESD’s cost. ESD would continue their tech service to provide technical support. Without a proposal yet from EOT, Chief Stanton cannot make a recommendation for which direction to go. The board agreed that we wait on the proposal from EOT to determine our next move.

Board Award: The board agreed to not make a board award this year at the annual awards banquet.

Station 22 Kitchen Area: Director Hawman knows that the crew would like a recreation area/deck off the upstairs kitchen area at Station 22 to BBQ, etc. Chief Stanton reminded the board that the union built a deck in the old section at the safety center. Chief Davis will pursue getting some quotes on cost.

Executive Session per

ORS 192.660(2) (i): Executive Session called at 2020 with the regular board meeting reconvened at 2032.

**Board Member Comments:**

Director Naugher wanted to thank Chief Forquer for his work on securing grants on behalf of the district.

Director Sherman understands that the district did an excellent job at the Chateaubri fire. Chaplain Cummings was unable to respond due to his wife being very sick, but the other chaplains did a great job.

Director Marcum would like to have flowers sent to Mrs. Cummings for a speedy recovery.

Chief Stanton reported on an accident that Ryan Campbell was involved in. Ryan was luckily not hurt, but just shaken up.

**Adjournment:**

There being no further business before the board, the meeting was adjourned at 2037.