

TILLAMOOK FIRE DISTRICT

4/11/2017

The regularly scheduled monthly meeting for Tillamook Fire District was held on Tuesday, April 11, 2017, at 5:15 p.m. at the Tillamook Fire Station, 2310 Fourth Street, Tillamook, Oregon.

Directors Present: Dave Mattison, Secretary-Treasurer
Debra Reeves, Board Chair
Eric Simmons, Director
Eric Swanson, Director

Directors Absent: Tim Hamburger, Vice-Chair

Staff Present: Rick Adams, Fire Chief

Guests: Alan Christensen, Lieutenant

Call to Order: The board meeting was called to order by Board Chair Debra Reeves.

Minutes: A motion to approve the March 14, 2017 meeting minutes was made by Dave Mattison and seconded by Eric Swanson. Ayes were received from Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Bills: A motion to pay the March 2017 bills was made by Eric Simmons and seconded by Eric Swanson. Ayes were received from Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Correspondence and Financial Statement: Correspondence was forwarded to members prior to the meeting. There was no financial statement available for the meeting.

Fire Chief Report: Chief Adams reported that we need to re-establish our Reserve Fund. Chief presented Resolution 2017-001, a resolution establishing a reserve fund. A motion to approve Resolution 2017-001 establishing a reserve fund was made by Dave Mattison and seconded by Eric Simmons. Ayes were received from Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Draft copies of the budget were put in the report but Chief indicated that he was done with budget with a \$325,000-\$330,000 cash carryover. The budget meeting is scheduled for May 11th at 7 p.m. All board members present indicated that they would be willing to receive electronic copies prior to the meeting and four paperback copies would be produced for budget committee members. There is one vacancy still on the budget committee that could be filled.

Chief submitted an updated employee wage scale for board review and approval. The step/ranges were updated to reflect the recommended 3% COLA as discussed during the March board meeting. A motion to approve the updated 2017-2018 Salary Ranges was made by Eric Swanson and seconded by Eric Simmons. Ayes were received from Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Chief proposed the Fire Chief Employee Agreement contract for review and adoption. The agreement is for Chief's proposed January 2019 retirement with a one year extension option. The proposed salary range increase may help attract more qualified personnel for the Chief's paid position when it becomes available. A motion to approve the proposed Employee Contract for Rick Adams as Fire Chief was made by Eric Swanson and seconded by Dave Mattison. Ayes were received from Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

We can reimburse for work-comp claims which help our rates. WHA recommended that we pay off one of the claims for a volunteer blood borne pathogen exposure during an incident. Chair Reeves asked if we could make a partial payment to gain a point and save an additional \$400 over the next three-year period. A motion to make the \$390 reimbursement to reduce our mod factor was made by Eric Simmons and seconded by Eric Swanson. Ayes were received from Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

The new Type III fire engine has arrived. Chief indicated that he would not purchase another commercial cab style engine from Spartan. Chuck has had to make more than one modification to fix some factory faults. The Type III will be on demo at the vendor show next month. We will speak to the factory representative at the vendor show there about some of the issues or lack of detail on the apparatus.

There has been no follow up from the County regarding the radio system. Some of the chiefs are concerned that there is no progress.

There have been no updates or announcements in regards to the AFG / FEMA grants. Steve Morris from Sea Western was here last week and he wasn't sure why no announcements have been made either. The grant figures have been carried over in the next budget cycle. If awarded a grant for new SCBA, Chief indicated he will submit a grant for new turnouts for all personnel.

Station 72 is having some roof issues. This is the original roof of the building with minimal roof drains that continue to clog with pine needles. This has led to water damage to the ceiling structure and after further review, needs a new roof to cover the existing. A quick fix for the roof is to put larger center drains to move the water out. A long-term repair is to build a new roof structure that can sit on the existing cinder block wall structure.

A swift water rescue class has been scheduled for next month. This class has more interest than the other previously scheduled class that no one is signing up for.

The annual awards banquet is scheduled to be held April 22 at the POTB Officer's Mess Hall. Tim Weber will be catering the dinner this year with beef and chicken options.

The HMEP LEPC grant contract has been signed. The next LEPC meeting is scheduled for next week. Two meetings are scheduled with Tillamook Creamery and Nehalem Bay Waste Water as the only Tier 1 facilities in Tillamook County. Chief Adams and the consultant Staci Burr will meet with Chief Sherbaugh in Nehalem.

The Homeland Security grant for Cape Meares is progressing very slowly. There have been some factors contributing to the lack of progression. Two quotes have been received with one over the \$10,000 amount and the second coming in at \$6,800 for the building and community volunteers providing the prep work.

We are cross referencing OSHA Division 2L with the NFPA standards to ensure our SOGs are up to date with current requirements. This may give us a little more assurance to avoid OSHA violations.

Fire Marshal Report: An electronic report was submitted to members of the board prior to the meeting. Staff responded to nearly 50% of the emergencies for the month.

Non-Agenda Items: None

Concerns of the Board: Eric responded to an MVA with TFD at 4th and Main and complimented on the professionalism of the crew.

Eric is requesting feedback from Tillamook Fire regarding the EMT program after some hospital employees indicated some ongoing concerns. Chief indicated that there is some disappointment with TBCC due to the lack of follow up and minimal to no contact. One of our volunteers took the class this last term and passed the recent practical exams. Alan Christensen commented that the instruction is provided by reading from the power point slides after what was described as a "hurried" practical hands-on. There were initially eleven students in this last course and finished with five.

Eric would like to see our board tour of the fire museum at E&E. The board indicated they would like to arrange a tour following a board meeting.

Adjournment: A motion to adjourn the meeting at 6:42 p.m. was made by Eric Simmons and seconded by Eric Swanson. Ayes were received from Dave Mattison, Eric Simmons, Eric Swanson and Debra Reeves.

Respectfully submitted,
Rueben Descloux
Fire Marshal

Board Chair Debra Reeves