**TILLAMOOK FIRE DISTRICT**

**2/14/2022**

The regular board meeting for Tillamook Fire District was held on Monday, February 14, 2022, at 5:30 p.m. at the Tillamook Fire Station, 2310 Fourth Street, Tillamook, Oregon.

Directors Present: Tim Hamburger, Chair

Allen Burris, Director

Leonard Ingles, Director

Directors Absent: Brian Cameron, Vice-Chair

Staff Present: Daron Bement, Fire Chief

Rueben Descloux, FM

Guests: Daryl Hamilton, David Helmricks, Brenda Descloux, Chris Kell, Michelle Bradley – SDAO President

**Call to Order:** The regular board meeting was called to order by Chair Tim Hamburger at 5:30 p.m.

**Tillamook Volunteer Firefighters Association:** TVFA President, Dave Helmricks announced that the annual awards banquet will be held on April 9th at the Pacific Restaurant. Social hour will start around 5:00 p.m. and dinner around 6:00 p.m.

The TVFA has ordered Zoll monitors after receiving grant funding assistance and are awaiting their arrival. Additionally, a new Holmatro E-Tool for extrication was ordered to be put into service.

**Non-Agenda Items:** Michelle Bradley, SDAO President discussed the importance of board training. There was a letter submitted recently to address insurance rate changes, training, and available discounts. Chief Bement forwarded correspondence to the board about the last SDAO conference which he attended virtually last weekend. Michelle indicated that there have been some changes to board member discount options. In the past a single board member could attend training for a discount percentage on their insurance. Now, two or more and in some cases all board members will be required to attend specific training to be eligible for the same discounts.

**Public Comment:** None

**Minutes:**The board requested that the minutes be put back into a 12-hour format. A motion to approve the January 10, 2022, minutes was made by Allen Burris and seconded by Leonard Ingles. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

**Financial Statement / Correspondence:** The financial statements were received from both December and January and produced for signatures. The January accounts payable and Umpqua Bank statement were also produced for approval.

A motion to approve the December 2021 financial statement was made by Leonard Ingles and seconded by Allen Burris. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

A motion to approve the January 2022 financial statement was made by Leonard Ingles and seconded by Allen Burris. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

A motion to pay the January 2022 bills was made by Allen Burris and seconded by Leonard Ingles. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

**Fire Chief Report:** Chief Bement provided a brief overview of his report. There has been $588,747 in expenses to date. There were 94 emergencies run for the month proving to be very busy. Chief attended the National Fire Academy for a week in Maryland for the Executive Chief Course. As previously mentioned, the SDAO conference was last week through the weekend. The Fire Defense Board is working with 911 to address changes for deployment and potential apparatus renumbering in the county. E17 is back in service after warranty repair work. New E-Tools have been placed in service for extrication and we have received the new LUCAS device. Training has continued with regular drills on Wednesday nights as well as on Sundays with the new recruits.

**Fire Marshal Report:** FM Descloux had forwarded a copy of the FM report electronically and provided a brief overview covering training, CPR, recruits, DPSST and skills assessments. Chair Hamburger appreciated the details included in the proposed inspection plan.

Chair Hamburger asked Chief Bement about the county radio system and how it is progressing. There is concern about user fees and the proposed operating levy may not be enough to cover the proposed costs. Additionally, the board is concerned how much will have to be budgeted for if and when they move forward.

**Old Business:** Director Burris indicated that Chief Bement’s six-month evaluation is scheduled for next month’s board meeting. The board will meet with a random selection of officers in an executive session at 911 on March 2nd, at 7:30 p.m. following the officer meeting.

Lexipol policies were reviewed at this month’s policy meeting.

A motion to approve policies 2, 11, 800, 321, 322, 325, 600, 601, 604, 610 and 1106 as read by title was made by Allen Burris and seconded by Leonard Ingles. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

Daryl Hamilton submitted his recommendation for new laptop / tablet devices for board meeting use. The Samsung tablets are available from Costco for around $500 and their operating software will support Office 360 and other Microsoft applications. The devices from Costco support Wi-Fi but not cellular, those would have to be purchased from Verizon. The additional cost of $40 a month per device for cellular access is prohibitive and the board agreed on the Costco units.

A motion to purchase five Samsung tablet devices for District board member use was made by Leonard Ingles and seconded by Allen Burris. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

The Board discussed increasing their stipend amount to cover liability insurance coverage costs, but it was recommended to be tabled until the budget meeting. Michelle Bradley, SDAO, indicated there is an ORS that prohibits board member stipends from exceeding $50 per meeting.

Director Burris asked about polo shirts with the district logo and their names to be worn during regular board meetings and while attending external training. Chief Bement indicated they could email him their sizes and he will make the order.

**New Business:** There is currently an open board member position. Chris Kell submitted a resume to the board citing her interest in the position. There is time left in the position and she will have to file to run during the next general election. Chris indicated she is willing to serve.

A motion to appoint Chris Kell to the open board position was made by Allen Burris and seconded by Leonard Ingles. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

There will be a swearing in at the next regularly scheduled board meeting.

**Concerns of the Board:** None at this time

**Adjournment:** A motion to adjourn the meeting at 6:16 p.m. was made by Allen Burris and seconded by Leonard Ingles. Ayes were received from Tim Hamburger, Allen Burris, and Leonard Ingles, the motion carried.

Respectfully submitted, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Chair Tim Hamburger

Rueben Descloux, Fire Marshal