**TILLAMOOK FIRE DISTRICT**

**4/12/2021**

The regular board meeting for Tillamook Fire District was held on Monday, April 12th, 2021 at 5:30 p.m. at the Tillamook Fire Station, 2310 Fourth Street, Tillamook, Oregon.

Directors Present:

Tim Hamburger, Chair

Brian Cameron, Vice-Chair

Casey Burden Secretary/Treasurer

Roy Ellerbroek, Director

Allen Burris, Director

Staff Present: Daron Bement, Fire Chief

Alan Christensen- Training Officer

Rueben Descloux - Fire Marshal

Guests: Jason Sterling, David Helmricks

**Call to Order:** The regular board meeting was called to order at 5:30 PM by Board Chair Tim Hamburger. Roll call was taken.

**Tillamook Volunteer Firefighters Association:** No speaking members of the TVFA were present during this meeting.

**Non-Agenda Items / Public Comment:** None

**Minutes:** The regular board minutes from March 8th, 2021 were approved.

A motion to approve the March 8th, 2021 Board Meeting minutes was made by Allen Burris and seconded by Roy Ellerbroek. Ayes were received from Brian Cameron, Roy Ellerbroek, Allen Burris, Tim Hamburger and Casey Burden, motion carried.

**Financial Statement / Correspondence:** The financial statements, check transactions and accounts payable sheets were reviewed and approved without questions.

A motion to “pay the bills” by Brian Cameron and seconded by Allen Burris. Ayes were received from Tim Hamburger, Roy Ellerbroek, Casey Burden, Brian Cameron and Allen Burris. Decision was unanimous.

A motion to approve the monthly financial documents was made by Casey Burden and Seconded by Allen Burris. Ayes were received unanimously.

**Fire Chief Report:** Chief Bement reported the District has paid personnel expenses through March,31 2021 in the amount of $ 408,59.00. Materials and Services $155,019.00 and Capital Outlay $61,977.00 for a total of $625,827.00 through the end of the fiscal year.

CPA Winkel completed the Annual Audit for 2019-2020. A draft copy has been sent to board members for review.

Call Volume for the month was 47 incidents for March which is the same as the previous month, detailed in FM report.

Chief Bement reports the upstairs Station 71 remodel project is finalized and awaiting new furniture. Furniture has been ordered and should be here soon.

Chief Bement request that the draft from Port of Tillamook Bay be tabled for a short time while he looks into a proposition from TSD9 and the possibilities there.

Chief Bement reports that FM Descloux has been working with the developers around the area and there are several projects coming up and in progress.

BC Spittles is procured one E-Tools demonstration and is working to get the competitions (Holmotro) tools here in the next month for a demo also.

Trainings include: 2 Acquired structure burns were successful. Swift Water Rescue Awareness and Ropes and Rigging.

EMS Trainings include: EMS Check off for EMT and higher recertifications.

**Fire Marshal Report:** FM reported detailed calls for the month, no further questions.

**Old Business:** Policy workshops have been set for the Thursdays prior to board meetings at 5:30 hours, setting aside 1-2 hours to work on Lexipol policies that can then be approved at the board meeting the following Monday. This will continue until no longer needed.

Policies that were reviewed this month for approval: 901 OR-OSHA; 902 OR-OCC Health; 904 Hi-Viz Vest; 909 PASS Devices;911 Seat Belts; 1007 Report for duty 1010 Wages and Compensation; 1012 Complaints; 1016 Outside employment;1026 HIPPA Release; 1028 Lactation Breaks; 1030 CISD; 1037 Funerals with revisions; 1040 Badges;1041 Family Medical Leave.

A motion was made by Allen Burris to approve the policies that were reviewed as written in the most recent workshop, seconded by Casey Burden. Ayes were received from Tim Hamburger, Casey Burden, Allen Burris and Brian Cameron. Roy Ellerbroek abstains due to absence from workshop.

Point Stipend Polices were addressed, Chief Bement has all but 3 persons who have acknowledged, they are either on LOA or very low attendance, it is being addressed.

Tillamook Fire Resident Sleeper Policies were acknowledged again, and a motion was made by Allen Burris to keep them “as written” Seconded by Brian Cameron. Passed unanimously. They will be transferred into Lexipol by Chief Bement.

Budget Committee has been requested by Chief Bement and a date will need to be agreed upon, discussion was heard, May 20th, 2021 was agreed upon, time to be determined.

**New Business:**

Winkel draft audit has been sent to all board members, they would like to table the draft for review and will advised Chief once they have had a chance to look it over. A few housekeeping mistakes were noted and will need corrections.

**Concerns of the Board:** None currently.

**Adjournment:** A motion to adjourn the meeting at 6:00 p.m. was made by Allen Burris and seconded by Casey Burden

Ayes were received from all members and the motion carried, meeting adjourned.

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

Board Chair Tim Hamburger

Daron Bement, Fire Chief