

Jackson County Fire District 3

Minutes - Board of Directors

October 17, 2019 at 5:15 PM, Crater Lake Room, Administrative Building

ATTENDANCE

Board Present: Directors Harvey Tonn, Cindy Hauser, John Dimick, and Steve Shafer

Board Absent: Bill Leavens

Staff Present: Robert Horton, Stacy Maxwell, Mike Hussey, Justin Bates, Dave Blakely, John Patterson, and Margie Calvert

Staff Absent: None

Visitors Present: Lorin Myers, John Rachor, Jeff Bancroft, Eric Merrill, TJ Lockwood, Clayton Mattson, and Paul Rydings

President Tonn called the meeting to order at 5:15 p.m. pursuant to ORS 192.640 and as advertised in the Mail Tribune dated October 10, 2019.

MINUTES

Motion by Director Shafer to approve the regular Board minutes dated September 19, 2019 and Executive Session minutes dated September 19, 2019 as presented. Motion carried unanimously.

FINANCIAL REVIEW

Revenue for the month of September totaled \$123,759. Revenue resulted from an ODF reimbursement for our response to the Evans Creek Fire and an annual RCC classroom payment.

Expenditures for the month of September totaled \$1,465,246. Noteworthy expenditures were routine in nature in all departments. Capital expenditures included budgeted SCBA bottles.

Motion by Director Dimick to approve the Accounts Payable and the Revenue/Expenditure reports for September 2019. Motion carried unanimously.

PUBLIC COMMENT

None

INFORMATION ITEMS

EXECUTIVE REPORT

Fire Chief Horton shared that the District hosted the Oregon Fire Chiefs Association (OFCA) this past month.

Horton shared that he and Chief Bates were invited to participate in Medford Fire Rescue's (MFR) Fire Chief process as evaluators stating it was a privilege to be invited and look forward to continued work with MFR.

Horton shared information regarding work that is taking place to revise the Ambulance Service Area (ASA) Ordinance. The area fire agencies are in agreement that revisions to the ASA need to take place. Jackson Bowers, who is oversight from the County of the ASA, agrees with the fire agencies that there should be revisions. Horton explained the extreme concerns regarding the actual response exemptions and times allowed by the County to the ASA. Mercy Flights is compliant, however the expectation for response is vague. A specific timeline is not reflected, however the ASA ordinance is assigned per calendar year. The Mercy Flights ASA ordinance will be in review for the 2020 year. Jackson Bowers will offer another meeting opportunity.

OPERATIONS

Deputy Chief Hussey stated that fire season is over and it was statistically insignificant: ODF stated that the number of fires was approximately 50% lower. For the month of September, the District

experienced 13 fires, 3 where structure fires; 412 medical calls; and 44 MVC's. Hussey shared a situation that strengthened the need for an ASA ordinance revision, offering thanks to the Board for their continued review of policies and extending the latitude to maintain the District's ambulance license. Hussey thanked the crews for their aggressive approach to problem solving and their diligence.

TRAINING AND SAFETY

Division Chief Blakely shared the District hosted the Firefighter Behavioral Health Alliance class with attendance from different first responder disciplines as well as our new clinical counselor from CenterPoint. This training was how to recognize the early warning signs of someone who needs help. This quarter's District training will focus on Behavioral Health.

Blakely shared the District had a couple of injuries this month stating the Safety Committee does a good job in being proactive when reviewing injuries.

Blakely shared that a new exposure tracking system is available through the NFORS software. This is tool available to members to help track exposures using their smart phones.

Blakely shared that the District will be involved in a program called Evry 15 Minutes that focuses on distracted driving, specifically with the teenage users on November 7th taking place at Crater High School. A crash scene is staged with severely injured students as well as a fatality. This program walks through the whole situation of a crash, death, and notification due to distracted driving.

FIRE AND LIFE SAFETY

Deputy Chief Patterson shared the September update identifying the Jewett 3rd grade class that visited the Sim House learning about escape plans and working smoke alarms; the department provided testimony at the Jackson County Planning Commission; installed 120 smoke alarms on September 28th at a Red Cross/FD3 Smoke Alarm event; and provided fire investigation training to all engine crews.

Patterson shared that CPR Anytime begins teaching all 7th graders Hands Only CPR and the department continues to monitor the hemp and marijuana drying processes that are now operating.

Patterson shared there was a construction update event that was covered by the media and involved the students from Scenic. It has been exciting watching the progress of the station.

STRATEGIC SERVICES

Deputy Chief Bates shared the new SCBA packs with the Board that were budgeted this fiscal year. Bates shared that 70 new air packs have arrived with the bottles arriving later this month. The packs provide more air, weigh less, and should last at least 15 years.

Bates also shared that the new packs will be able to be tracked through the Target Solutions CheckIt electronic inventory tracking piece the District is using.

Bates shared that the District mailed 960 fuels reduction trailer flyers to patrons in the high risk areas of the District. Patrons interested in the use of the trailer must first have a home assessment provided by the Fire and Life Safety Department. At this time six homes have been assessed and the trailer has been dropped off three times.

OLD BUSINESS

NONE

NEW BUSINESS

PROPERTY LINE ADJUSTMENT AND CONVEYANCE AGREEMENT

Deputy Chief Patterson addressed the property line adjustment and conveyance agreement between Jackson County Fire District 3 and Jackson County School District 6 addressing the adjustment of the

boundary line between the two properties to facilitate the construction of the new fire station. In exchange of the property line adjustment and property conveyance, the District shall cause a public roadway extension, Rock Way Street, to be dedicated and improved to city standards consistent with the plan prepared by Soderstrom Architects dated July 24, 2019.

Motion by Director Hauser to approve the property line adjustment and conveyance agreement between Jackson County Fire District 3 and Jackson County School District 6 as presented. Motion carried unanimously.

REVIEW SDAO BEST PRACTICES CHECKLIST

Board Director Hauser has agreed to review the SDAO Best Practices Checklist with Fire Chief Horton. Executive Assistant Calvert will schedule an appointment with Director Hauser and Chief Horton.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

PROPERTY LINE ADJUSTMENT AND DEVELOPMENT AGREEMENT

Deputy Chief Patterson addressed the property line adjustment and development agreement between Jackson County Fire District 3 and the Housing Authority of Jackson County addressing the adjustment of the boundary line between the two properties to facilitate the construction of the new fire station. In exchange of the property line adjustment and property development, the District shall cause a public roadway extension, Rock Way Street, to be dedicated and improved to city standards consistent with the plan prepared by Soderstrom Architects dated July 24, 2019.

Motion by Director Shafer to approve the property line adjustment and development agreement between Jackson County Fire District 3 and Housing Authority of Jackson County as presented. Motion carried unanimously.

GOOD OF THE ORDER

Fire Chief Horton shared a letter from Fire District 4 thanking the District for the years of hard work and dedication the District has provided taking care of FD4's financial services. FD4 provided flowers for Chief Administrator Maxwell and Finance Assistant Giles.

INDIVIDUAL BOARD MEMBER COMMENTS

John Dimick asked how Fire District 4 is dealing with the change. CAO Maxwell shared that FD4 has hired a support assistant who is learning payroll and the District has been helping her, however this past month she appears to have done payroll on her own. FD4 has seven on their payroll at this time.

Harvey Tonn shared that John Dimick was inducted into the Crater High School Hall of Fame.

The next Board meeting is November 21, 2019.

ADJOURNMENT

Motion to adjourn at 6:42 p.m. by Director Dimick. Motion carried unanimously.

APPROVED BY:



Board of Directors

Submitted by:



Margie Calvert, Scribe