

Jackson County Fire District 3

Minutes - Board of Directors

January 21, 2021 at 5:15 PM, Crater Lake Room, Administrative Building via ZOOM

ATTENDANCE

Board Present: Directors Harvey Tonn, with Steve Shafer, John Dimick, Cindy Hauser, and Bill Leavens via Zoom videoconference

Board Absent: None

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

Staff Absent: None

Visitors Present: Kelly Johnson, Heather Sears, and Lorin Myers

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 January 14, 2021.

MINUTES

Motion by Director Shafer to approve the minutes of the regular Board Meeting dated December 17, 2020 as presented. Motion carried unanimously with Director Hauser abstaining.

FINANCIAL REVIEW

Revenue for the month of December totaled \$10,936,435.

Expenditures for the month of December totaled \$2,191,282; \$2,160,000 for the general fund, \$924,000 personnel services, \$239,000 material and services, and \$996,200 from Capital transfer. Accounts payable equated to \$390,000 and noteworthy items are the electric static Clorox sprayers (4) and the respirator FIT test machine.

Motion by Director Dimick to approve the Accounts Payable and the Revenue/Expenditure reports for December 2020. Motion carried unanimously.

PUBLIC COMMENT

None

INFORMATION ITEMS

EXECUTIVE REPORT

Fire Chief Horton shared that the next few months the District will be investing time and energy to support the Oregon Fire Chiefs Association (OFCA) during the legislative session focusing on wildfire and wildfire preparedness as a significant topic.

Horton shared that the Community Care Program continues to move forward, meeting with health care partners to discuss the advancement and utilization of technology and alternative transport services.

Horton shared that he has been asked to participate in the interview process for a two-county Fire Plan Coordinator. Chief Horton continues to monitor the vacancy of emergency manager of Jackson County and has reached out to County Administrator Danny Jordan to offer assistance.

Horton shared that the ASA Ordinance remains on pause until public health has completed the COVID vaccine administration.

Horton shared that Rogue River Fire Chief Jim Price has moved to an agency in East Portland. The District has offered support to Interim Fire Chief Mike Hammond.

OPERATIONS

Deputy Chief Hussey shared Applegate Fire Department has purchased the 1997 Pierce Sabor engine that was surplused in July 2020 in the amount of \$21,500.

Hussey shared that specifications will be submitted tomorrow to the builder for the budgeted Battalion Chief vehicle.

Hussey shared that the COVID vaccine clinic is taking place at the EXPO with District personnel assisting with allergic reactions and attending to other needs as necessary.

TRAINING AND SAFETY

Division Chief Blakely shared that the District has met all COVID state requirements that came out in November bringing the Exposure Control Plan policy up to date.

Blakely shared that the Training Department has started new task books for the promotional positions and the new employees.

Blakely shared that the four probationary firefighters have successfully completed all of their training requirements.

FIRE AND LIFE SAFETY

Fire Marshal Patterson shared that the Department completed a two-day training on updates to NFPA 921, the guide to fire explosions and investigations.

Patterson shared the District has noticed a number of cannabis extraction facilities have disappeared. Those facilities that were problematic are gone. The facilities that have followed codes and have complied legally are still in operation.

Patterson shared that today was a final walk through and transition at CARESTREAM for a voice command fire alarm system to help lead employees evacuate through the closest exit and safest route.

STRATEGIC SERVICES

Deputy Chief Bates shared the two EMTs hired to complete the Community Care Unit (CCU) will begin February 1st. The Unit will be moving to the offices in the warehouse to accommodate COVID restrictions and requirements.

Bates shared the new dispatch system officially begins February 2nd dispatching the CCU to low acuity medical calls and other calls that have been identified for the unit to respond as a better resource. If the CCU is not available to respond, an engine will be dispatched as it is currently.

Bates shared a snapshot of the 2020 annual statistics for the District. Highlights included the lower case calls due to COVID, the most active time of day for a call is 1:00 pm, busiest day is Thursday, and Sunday is the slowest. A complete report will be submitted in the future.

Bates shared the Community Connect program component of First Due. This is a pre-planning program for patrons to input their residence information to allow the District to learn about the property prior to responding. This program is utilized by Medford Fire Department as well as the District.

OLD BUSINESS

None

NEW BUSINESS

STRATEGIC PLAN UPDATE AND ADOPTION

Fire Chief Horton explained the process of the community and District lead strategic plan process facilitated by the Corona Consulting agency using virtual workshops, surveys sent to internal staff, the Board of Directors and Budget Committee and community leaders in the District. The initial survey was based on a visioning exercise looking at where the District may be in the year 2030 working back to the present.

The workshop utilized four breakout rooms for 29 participants to discuss and provide clarity of the goals and objectives that were compiled from the initial survey. The post workshop survey ranked the objectives and the top five objectives will culminate as the direction of the 2021/2023 Strategic Plan for the District.

Motion by Director Leavens to adopt the 2021/2023 Strategic Plan as presented. Motion carried unanimously.

ODF WILDLAND ASSESSMENT

Deputy Chief Hussey shared the frequently asked questions about the forestland classification. The ODF Wildland Assessment as a survey of 40 acre parcels within Jackson and Josephine Counties establishing primary land use in consideration of suppression in. This is a requirement of ORS 526 and was last completed in 1951. The current committee representatives participating in public meetings include State Forester Dave Larson, Director of OSU Extension Services Max Bennett, County Commissioners Marty Main, Randy White, Charlie Phoenix, and Jack Groves, and Oregon State Fire Marshal appoint Chief Hussey. Other representatives included one small woodland owner, industrial timber owners and ranching and grazing land owners.

Hussey shared the assessed fee per acre for grazing land at \$1.45 per acre and timber land at \$2.50 per acre with a minimum fee of \$18.50. Current grazing classification is 93,583 acres with a proposed change to 35,257 acres. Current timber classification is 7,259 acres with a proposed change to 86,375 acres and current exempt land classification is 23,353 acres with a proposed change to 2,563 acres. Hussey noted that this process does not increase the ODF Southwest budget and the survey of dual assessed lands was a collaborative effort of the local Fire Chiefs.

Hussey shared the next steps in the reclassification will be letters sent to affected land owners February 1st, informative town hall sessions February 18th, public meetings held via Zoom March 17th and a final committee assessment the months of April through July with new assessments to take place in November.

TOPICS FOLLOWING PREPARATION OF THE AGENDA

None

GOOD OF THE ORDER

Fire Chief Horton shared a letter that was written by patrons thanking the District for offering the Santa Fire Engine. Horton recognized Chaplain Myers

Fire District 3 and Eagle Point Police Department participate together in the Polar Plunge fund raiser for Special Olympics. Representatives will be at the Eagle Point Walmart January 23rd with the main event on January 30th at the FD3 training grounds.

INDIVIDUAL BOARD MEMBER COMMENTS

John Dimick noticed that it is getting dry outside and is hopeful it doesn't stay dry in the future.

Harvey Tonn is proud of the strategic plan and it is a good road map for the next three years.

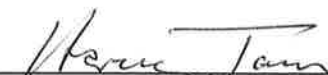
The next Board of Director's meeting is February 18, 2021.

ADJOURNMENT

Motion to adjourn at 7:02 p.m. by Director Dimick. Motion carried unanimously.

APPROVED BY:

Submitted by:


Board of Directors


Margie Calvert, Scribe