

# ***Jackson County Fire District 3***

Minutes - Board of Directors

January 20, 2022 at 5:15 PM, Crater Lake Room, Administrative Building via ZOOM

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## **ATTENDANCE**

**Board Present:** Directors Harvey Tonn, John Dimick, Steve Shafer, Bill Leavens, and Tim Snaith

**Board Absent:** None

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

**Staff Absent:** None

**Visitors Present:** 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, 2022.

## **MINUTES**

Motion by Director Dimick to approve the minutes of the Executive Session and the regular Board Meeting dated December 16, 2021 as presented. Motion carried unanimously.

## **FINANCIAL REVIEW**

Revenue for the month of December totaled \$13,000,107 with the majority coming from current year taxes and lease revenue from RCC.

Expenditures for the month of December totaled \$3,015,834 with personnel services at \$1,018,000, and \$245,000 from materials services.

Accounts payable equated to \$533,298 with noteworthy items an HVAC controller for the Administration building, a Dell network server upgrade, and CAD2CAD interface program.

Motion by Director Shafer to approve the Accounts Payable and the Revenue/Expenditure reports for December 2021. Motion carried unanimously.

## **PUBLIC COMMENT**

None

## **INFORMATION ITEMS**

### **EXECUTIVE REPORT**

Fire Chief Horton reported that he is at the Utah Fire Chiefs Association Conference and expressed appreciation for Utah's participation during the Southern Oregon fires.

Horton reported Emergency Communication Services of Oregon (ECSO) Executive Director, Margie Moulin will be retiring at the end of September with 31 years of service to the community. Horton is the current Board Chair and will participate in the executive recruitment, more information will be presented in February.

Horton reported ECSO has begun the integration of the CAD2CAD and will report more at a later date. The goal is to have information sharing available prior to the upcoming fire season.

### **OPERATIONS**

Deputy Chief Hussey presented the ballistic vests that were budgeted for the crews to have available on the engines as they enter into more dangerous situations. They are designed to add protection during Active Shooter Events (ASHER).

Hussey reported that during the Omicron variant, all emergency responders have been staffing the ambulance needs. The District crews have been stepping up and picking up extra shifts as they have been able to remain committed to training.

Hussey reported that a great deal of work is taking place with evacuation and mobilization planning trying to integrate emergency managers and making sure they receive accurate information. Everyone has been working together to develop a strong communication model.

#### **TRAINING AND SAFETY**

Division Chief Blakely reported that five members are in Arizona attending incident management training. Blakely shared that a multi-company evolution will commence in April.

Blakely reported that Battalion Chief Bryan Cohee and Captain Mark Tomasello have both completed their probationary year. The Firefighter Academy will begin April 4<sup>th</sup> for 10 weeks.

Blakely reported the District has implemented the new training program as of January.

#### **FIRE AND LIFE SAFETY**

Fire Marshal Patterson reported that the Division is at the IAAI conference with a focus on fire death investigations.

Patterson reported that the new Deputy Fire Marshal's have been able to shadow during unique fire investigations.

Patterson reported on current construction projects in the District including a bakery distribution center on Antelope, water treatment plant expansion and upgrade, and EXPO is implementing a voice evacuation system.

#### **STRATEGIC SERVICES**

Deputy Chief Bates reported that the Community Care Unit is currently overseeing an aggressive hiring process for two EMT vacancies.

Bates reported that the District is working with an SOU Intern who is preparing data analytics for the Community Care Unit that coincides with her capstone. New volunteer, Matt Epstein will be working on the Alert WildFire camera system for the District.

Bates reported that the CAD2CAD interface project is beginning and will be very beneficial integrating FirstDue and Mercy Flights.

Bates reported that the District applied for the Small Forestland Grant through Oregon Department of Forestry (ODF) for \$320,000 towards work in the Agate Lake area. Those who want to participate will have the opportunity to have a 200' clearing around their home.

### **OLD BUSINESS**

#### **INFORMAL EVALUATION REVIEW AND ADDENDUM TO FIRE CHIEF EMPLOYMENT AGREEMENT**

Board President Tonn explained that the Board and the Fire Chief had discussed the evaluation process.

Motion by Director Dimick to accept the addendum to the Fire Chief Employment Agreement. Motion carried unanimously.

#### **BUDGET COMMITTEE EXPIRATION**

Board President Tonn reported that five applications were submitted for appointment to the Budget Committee. Two positions are available, one position is to complete the term limit expiring in 2023 and the other position is for full three-year term expiring 2024. The applicants are Tom Rambo, Mark Hefley, Myron Harvey, Hamilton Barnes, and Keith LaHaie. After discussion the Board has decided to appoint Tom Rambo and Mark Hefley. Staff has been directed to keep all applicant's information on file for the future.

Motion by Director Leavens to appoint Tom Rambo to complete a 3-year term expiring December 2023 and Mark Hefley to a 3-year term expiring December 2024 to the Budget Committee. Motion carried unanimously on both terms.

## **NEW BUSINESS**

### **RESOLUTION No. 22-01 CONTINGENCY TRANSFER FOR FACILITIES**

Chief Administrative Officer Stacy Maxwell explained the need for the contingency transfers for repairs to the HVAC system in the Administration Building, and the installation of the cardlock security system to the RCC Fire Science Building.

Motion by Director Shafer to adopt Resolution No. 22-01; Contingency Transfer of funds from Contingency to the General Fund in the amount of \$22,000 for facility repairs and upgrades. Motion carried unanimously.

### **CHANGE FEBRUARY BOARD OF DIRECTORS MEETING**

Fire Chief Horton explained that the Chiefs will be attending the Large Career Round Table Conference with the Oregon Fire Chief's Association on February 17, 2022. Horton asked that the Board of Directors consider moving the February Board of Directors meeting to February 24, 2022.

Director Leavens confirmed the Board of Directors approval to move the February 17, 2022 meeting to February 24, 2022 to allow District Chief Officers to attend the Large Career Round Table Conference. Motion carried unanimously.

## **TOPICS FOLLOWING PREPARATION OF THE AGENDA**

NONE

## **GOOD OF THE ORDER**

Deputy Chief Hussey shared a Thank You card from a family noting that A Shift crew of AIC Captain Manny Gobel, Engineer Connor Tacchini, Firefighter Cole Hornbrook, and Student Garret Byrd came back the day after the event and finished blowing the leaves off the roof and raking up 28 bags of leaves.

Deputy Chief Hussey shared a Special Recognition Award from the Jackson County Chamber in honor for demonstrating exceptional courage and devotion to duty amid the fires and the pandemic during the past 18 months.

## **INDIVIDUAL BOARD MEMBER COMMENTS**

John Dimick thanked CEC Samantha Didion for the social media overview. She does a great job putting it in a form that can be understood.

Harvey Tonn shared it is good to see everyone healthy.

Tim Snaith asked Chief Hussey if the Sheriff's Department and the Fire District would like to combine efforts for this year's Polar Plunge. It was noted that last year's coordinator, Sara Miller is a newly hired Deputy Fire Marshal with the District.

## **ADJOURNMENT**

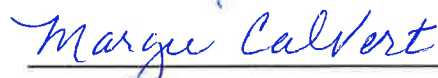
Motion to adjourn at 6:14 p.m. by Director Shafer. Motion carried unanimously.

APPROVED BY:

Submitted by:



Board of Directors



Margie Calvert, Scribe