

CANBY FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Wednesday, February 24, 2021
Regular Session 7:00PM (1900 hours)
ZOOM Meeting

ATTENDANCE

<input checked="" type="checkbox"/>	President Shawn Carroll	<input checked="" type="checkbox"/>	FC Jim Davis
<input checked="" type="checkbox"/>	Vice President Buner Ellis III	<input checked="" type="checkbox"/>	DC Matt Dale
<input checked="" type="checkbox"/>	Secretary/Treasurer Ron Swor	<input checked="" type="checkbox"/>	DC Matt English
<input checked="" type="checkbox"/>	Director Steve Thoroughman	<input type="checkbox"/>	DC Todd Gary
<input type="checkbox"/>	Director Laura Green	<input checked="" type="checkbox"/>	DC Wayne Austen
		<input checked="" type="checkbox"/>	CFO Lori Fawcett
		<input checked="" type="checkbox"/>	AA Leanna Bursell

Also in Attendance: Captain Wanner, Jonathan Brunton (Rosenbauer), Chief Budge of Woodburn Fire, Jim Walker and wife, C-Shift, Ethan Dawson-Hurley and family, Chaplain Giger and wife, Chaplain Karay and wife.

CALL TO ORDER

The Board of Directors Meeting was called to order by President Shawn Carroll at 1900 hours.

PRESENTATIONS

Swearing in Jim Walker: Jim Walker introduced his wife to the Board. Jim was introduced by Chief Davis and sworn in by Director Ron Swor and pinned by his wife. Jim said it is an honor and a privilege to be given the opportunity to work with three fire districts.

Swearing in Ethan Dawson-Hurley: Firefighter Dawson-Hurley, who was accompanied by his family, was introduced by Chief Davis. Ethan was sworn in by Director Ron Swor and pinned by his father.

Swearing in Chaplains: Chaplain John Karay, Chaplain Jerry Giger, and their wives were introduced by Chief English. Both John and Jerry provided some history and background on themselves then were sworn in by Director Ron Swor and pinned by their wives.

SDAO Conference Awards: Chief Davis presented to the Board Canby Fire's award from SDAO for "outstanding special district program" and presented Chief Austen with his SDAO award for his fifty years of service.

CITIZEN INPUT: AGENDA ITEMS

No input was received.

CONSENT AGENDA

A motion to approve the consent agenda from the January 26, 2021 Board of Directors meeting was made by Director Steve Thoroughman. The motion was seconded by Vice President Buner Ellis III and unanimously approved.

FINANCIAL REPORT (CFO Fawcett)

We received our first strategic investment zone (SIZ) revenue in February. This was posted as current year's taxes.

Financials: CFO Fawcett reported on the following:

- State Pool Interest remained static at 0.75%
- LGIP General Account shows a total of \$4,938,067.89
- LGIP Bond Account shows a total of \$2,186,817.96
- Current Deposits & Earnings shows a total of \$1,042,103.53
- Current Expenses show a total of (\$520,916.56)
- Total available to the District is \$5,747,021.99
- Current Year Taxes show 99.00% received of Budget in FY21
- Prior Year Taxes shows 87.00% received of Budget in FY21
- URD Fund shows a total of \$8.06
- Ambulance Service has received 65.12% of Budget in FY21

Payroll: CFO Fawcett reported the payroll costs for the month of January as follows:

- January 15, 2021 = \$135,598.03
- January 31, 2021 = \$147,907.70
 - Medical ER via A/P = \$49,764.00

The Bond Status and Projection sheet was provided to the Board and reviewed by CFO Fawcett.

CORRESPONDENCE (FC Davis)

- Thank you from Bob and Wanda Herman for the flowers and support we sent them in memory of their son.
- Thank you from Melissa Smith for helping assist her friend during a diabetic episode during the COVID vaccine clinic.
- Kiwanis sent a thank you for Canby Fire's help during the food and toy drive.

LIAISON REPORT

Chief Davis presented an ice storm update to City Council at their last meeting.

CHIEF'S REPORT

Ice Storm 2021 (FC Davis)

This was an incredible event with the amount of call volume Canby Fire responded to. Crews experienced downed powerlines, trees falling, simultaneous transports, and much more. We had a lot of paid career staff and volunteers/interns that came down to stay and help out. Canby Fire had all three medic units staffed at one point and responded on two cardiac arrest calls. During all of this, we only had a mutual aid for Canby Fire. Chief Dale went to the dispatch center to start prioritizing incidents while Chief English and Chief Davis prioritized calls. Canby Fire responded to about 180 calls within a three-day timespan. All units within Clackamas County were out of service/occupied at one time. Another large issue that arose from all of this was low oxygen for citizens. Chief Davis is proud of the men and women during this crazy time and their professionalism and hard work. We will do an after-action report with the City and we continue to attend daily briefings with Clackamas County because this event is not over yet. Debris cleanup is a huge task we are still working on, so please let us know of any elderly or disabled families who need help with debris removal. We will be working with the Adult Center on this as well. More to come.

COVID Vaccine Update (DC Dale)

Chief Dale attended the second dose clinic at the Clackamas High School. Safeway pharmacies are partnering with the County to have vaccines available, and a walk-in clinic may be coming soon. Clackamas County has asked us to sign an IGA to administer vaccines as needed. Discussion on this is still being had among Chief Dale and Chief Davis. This IGA is similar to what Lake Oswego, Clackamas Fire, and Tualatin Valley Fire signed that provides for remuneration of funds for personnel.

This Friday Canby Fire will administer second dose of ninety school district employees. Canby Fire decided to reopen in-house CPR classes with a limit to eight people.

Firefighter and Company Officer Testing (FC Davis)

We are going to do a joint test with Woodburn Fire in May. Today was an orientation with candidates via ZOOM where they were provided testing materials for the Station Captain and Lieutenant tests. Our Firefighter eligibility list will expire soon so we plan to do another joint list in May.

Station Captain and Lieutenant Testing (FC Davis)

See above.

Awards Ceremony (FC Davis)

We have an awards committee that is set up and we plan to move forward with some sort of a ceremony, we just aren't sure what this will look like yet. More to come as conditions in Clackamas County change.

Administrative Report (CFO Fawcett)

Working on preparing our submission to the County for the ice storm. Lori has been closing out the audit process and has been heavy into budget preparation. Hiring new personnel and the processes involved in that has also been a recent task as well as working on organization of offices and such.

EMS Report (DC Dale)

Cardiac monitors were set aside in the Bond budget due to our manufacturer not making parts or devices that match. A common monitor has been selected by the County, so we are able to put together the figures. Doing this collaboratively with other agencies in the County will help with maintenance and such. More to come. Chief Dale has been working with adult protective services in Clackamas County. They have not been doing site visits since COVID 19, so we have been doing limited visits to those within our district. All personnel will begin going to the doctor for their annual testing soon.

Community Risk Reduction and Training Report (DC English)

A lot of construction is coming in. Chief English is working daily with Jim Walker on occupancy code information and all other related topics. Processes will be shared between Jim and Chief English to start as Jim gets a feel for his job responsibilities and such. He represents us well when out and about. The large warehouse going in is still unknown and lots of new houses continue to go in around town.

Bond Update (FC Davis)

None. See Old Business.

Volunteer Report (DC Austen)

Working on physical fitness testing. Volunteers responded during the ice storm with Chief Austen. Chief Austen appreciates Director Swor for coming in for leadership training during our monthly Operations meeting. Thank you to Chief Davis for all the work he did and the many areas that he covered and took leadership on.

Clackamas Fire District appointed their new Fire Chief today, which is Nick Browne.

OLD BUSINESS

Administrative IGA with Aurora Fire (FC Davis)

Last month we mentioned updating the IGA with Aurora Fire. Presented tonight is that updated IGA, which keeps the original intent in mind; to streamline our processes, systems, and allow each district to support each other if the need arises. Some major changes were addressed by Chief Davis.

A motion to approve the Canby Fire District / Aurora Fire District IGA revised 7/1/2021 was made by Vice President Buner Ellis III. The motion was seconded by Secretary/Treasurer Ron Swor and unanimously approved.

Joint Board SDAO Study Meeting (FC Davis)

We have the representatives from each district, so we are ready to send out a Survey Monkey with proposed dates. Please look at your calendars and let Leanna know of any dates that won't work before the survey is sent out.

Presentation of Station 363 Building Options (FC Davis and Todd Gary)

Thank you, Shawn and Steve, for coming in and spending a great deal of time on the apparatus depreciation schedule. Lori and Chief Dale have prepared and provided a copy of this document. We put down 10% on the building to eliminate the increase in steal costs. The agenda item was review by Chief Davis.

A motion to approve the building contract with Emerick construction for \$802,541.00 and authorize the Fire Chief to sign the agreement was made by Vice President Buner Ellis III. The motion was seconded by Secretary/Treasurer Ron Swor and unanimously approved.

Thank you to Steve for directing Staff to update the depreciation schedule. This was needed for the budget and very useful.

Vice President Buner Ellis III has requested an item on next month's agenda for emergency preparedness.

NEW BUSINESS

Fireworks Display (FC Davis)

Discussions continue around the fireworks display. With the County moving to medium level, we have potential to have the fireworks display happen. The community needs it, so we are hoping to make this happen in a safe manner. Oregon Health Authority regulations will be looked at for outside activities. Right now, the biggest issue is the school district due to the grounds being closed or the liability of COVID. We will keep the Board posted. Director Thoroughman would like us to do everything possible to make this event happen.

Safer Grant (FC Davis)

The ice storm has curtailed our proposal for a community paramedic request. We may need to pass on this grant due to lack of time and workload.

Apparatus Purchases (FC Davis)*

The three agenda items were reviewed by Captain Wanner.

A motion to authorize Canby Fire to purchase a 2020 Ford F450 Braun Northwest Ambulance through HGAC, the power load system, and the power cot for the purchase price of \$257,010.00

was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Ron Swor and unanimously approved.

A motion to authorize the Fire Chief to enter into an agreement with Sourcewell IGA to purchase one Rosenbauer Heavy Brush Truck Type 1/3 for the amount of \$419,180.00 was made by Secretary/Treasurer Ron Swor. The motion was seconded by Director Steve Thoroughman and unanimously approved.

A motion to authorize the Fire Chief to enter into a contract for the purchase of one water tender with Sourcewell IGA for the amount of \$275,941.00 was made by Secretary/Treasurer Ron Swor. The motion was seconded by Vice President Buner Ellis III and unanimously approved.

FireMed Program (DC Dale)

This program has been around for quite some time and has always cost the district and the taxpayers. Chief Dale took interest in this a few years back and we moved the administration of this program to SDW, our current ambulance billing company. We thought this program was going to need to be reworked but after looking at final numbers, we are pleased to see some improvement. The recommendation from Chief Dale is to continue with this program but try and increase public announcements and such during open enrollment to see if more members join and improve our numbers further. We would reevaluate the program again and make a final decision, with Board approval. Thank you to Chief Dale for working out this plan and allowing us to see the changes made. Discussion was had amongst the Board and Staff. The Board has requested some additional options be presented at the next meeting.

CITIZEN INPUT: NON-AGENDA ITEMS

None.

GOOD OF THE ORDER

- Chief has been working with Christine Drazan and various Chiefs on HB291 regarding GEMT. This is a complicated bill that Chief is paying very close attention to, specifically the private sector language included.
- Next month we will offer up in-person as an option to those who are comfortable. ZOOM will continue to be an option.
- The timeframe for Steve and Laura for submitting their ballots is running out, so just a reminder to submit your ballots if desired to continue on the Board.
- Shawn Carroll acknowledged the Division Chiefs for all of their work lately.

ADJOURNMENT

A motion to adjourn from the regular Board of Director's meeting was made by Secretary/Treasurer Ron Swor. The motion was seconded by Director Steve Thoroughman and unanimously approved.

The Regular Board of Directors meeting adjourned at 2100 hours.

NEXT REGULAR BOARD MEETING:

Date: Wednesday, March 24, 2021
Time: 1900 hours (7pm)
Location: Canby Fire Station #361 and ZOOM

APPROVED

Director Ron Swor
Board Secretary/Treasurer