

**CANBY FIRE DISTRICT
BOARD OF DIRECTORS MEETING**
Wednesday, May 26, 2021
Regular Session 7:00PM (1900 hours)
ZOOM Meeting

ATTENDANCE

<input 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 type="checkbox"/>	Director Steve Thoroughman	<input type="checkbox"/>	DC Todd Gary
<input checked="" type="checkbox"/>	Director Connie Austen	<input checked="" type="checkbox"/>	DC Wayne Austen
		<input checked="" type="checkbox"/>	CFO Lori Fawcett
		<input checked="" type="checkbox"/>	AA Leanna Bursell

Also in Attendance:

Laura Green, Ray Keen, FGL Brandon McFarland, FGL Brian Nava and family, FF Derrick Clark and family, Captain Aamodt, FF Dawson-Hurley, and FF Holmes.

CALL TO ORDER

The Board of Directors Meeting was called to order by Vice President Buner Ellis III at 1900 hours.

CITIZEN INPUT: AGENDA ITEMS

No input was received.

PRESENTATIONS

Recognition of Board Member Laura Green

Vice President Buner Ellis III and Fire Chief Jim Davis recognized Laura Green on behalf of the staff and personnel of Canby Fire District and the Board of Directors. Laura was presented with numerous awards for her dedicated years of service with Canby Fire District.

Community Service Award

Chief Davis presented Ray Keen and Chief Matt Dale with the community service award for 2020.

Employee of the Year

Chief Davis presented Derrick Clark with the employee of the year award for 2020.

Medal of Valor

Chief Davis presented Derrick Clark with a medal of valor award for 2020.

Special Unit Citation

Chief Davis presented Derrick Clark with a special unit citation award for 2020.

Swearing in Fireground Leaders

Fireground Leaders Brian Nava and Brandon McFarland were sworn in by Vice President Buner Ellis III.

CONSENT AGENDA

A motion to approve the consent agenda from the April 28, 2021 Board of Directors meeting was made by Secretary/Treasurer Ron Swor. The motion was seconded by Director Connie Austen and unanimously approved.

FINANCIAL REPORT (CFO Fawcett)

Financials: CFO Fawcett reported on the following:

- State Pool Interest remained static at 0.60%
- LGIP General Account shows a total of \$4,302,661.91
- LGIP Bond Account shows a total of \$2,189,191.10
- Current Deposits & Earnings shows a total of \$687,505.65
- Current Expenses show a total of (\$755,822.46)
- Total available to the District is \$4,621,661.91
- Current Year Taxes show 103.02% received of Budget in FY21
- Prior Year Taxes shows 105.05% received of Budget in FY21
- URD Fund shows a total of \$8.06
- Ambulance Service has received 97.55% of Budget in FY21

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

- April 15, 2021 = \$156,347.96
- April 31, 2021 = \$144,895.48
 - Medical_ER via A/P = \$54,288.00

CORRESPONDENCE (FC Davis)

None.

LIAISON REPORT

None.

CHIEF'S REPORT

Entry Level Firefighter Testing (*added*): Joint Firefighter testing for EMTs and Paramedics took place at Woodburn Fire and is now complete. Both the EMT and Paramedic lists will be taken to the Civil Service Commission for approval in June. This process used to be between just Canby and Molalla but now we have expanded the Civil Service Commission to include five districts. Canby Fire took the lead on this process.

Company Officer Testing (*added*): Company Officer testing for Captain and Lieutenant is this week. The written test was done yesterday and the assessment center, ran by Chief Davis and Chief Budge, started today.

Wearing Masks and New Covid Check-in Process (FC Davis)

Masks are required unless you are fully vaccinated. Clackamas County is very close to being in low, which Chief Davis anticipates happening within the next week. The rodeo will happen this year and some sort of fair will occur as well. August events will continue to happen as well. The fireworks are still not planned, but we are in coordination with the fireworks company regarding using them for another event in town.

Awards Ceremony (FC Davis)

Thank you to Leanna and Chief English for coordinating this event around COVID. Thank you to Ron and Foursquare Church for the use of their facility, it worked out perfectly. Another congratulations to all the award recipients.

Calls in Molalla Fire District (FC Davis)

We are very proud of our crews for assisting Molalla Fire with a down logger near Colton in ODF land. It took crews approximately six hours to extract the logger through the rough terrain while coordinating supplies and transportation.

HWY 99E Fire (FC Davis)

A fire occurred at a dog grooming facility on 99E that Chief English was command on. The occupant of the home made it out safely, but it was a close call situation, especially without any smoke alarms in the home. Two of her dogs died in the fire, but crews extracted the dogs and treated them with respect as if they were family, which the occupant was very grateful for. Crews did a beautiful job putting the fire out.

Volunteer Reorganization Update (FC Davis)

These meetings have been going very well. Another meeting is scheduled in September. We now have a standing committee to look at volunteer participation hours and such. Chief Austen will be putting up a participation board for everyone to keep track on. It seems like participation has improved over the past two weeks, which is a pleasant surprise. Another academy is coming up as well.

American Relief Fund (FC Davis)

The request for funds was submitted again. We continue to work with Special Districts of Oregon to try and charge COVID expenses to the Relief Fund, as we did previously before it was renamed. The money received by Drazan and Kennemer are dedicated to the resurfacing of the asphalt and medic purchases. These purchases / expenses will be taken to the Board as well. The City is putting in generators around town, made possible by the grant they received. Public Works will hook their generator up to the new fuel system, once installed, that Canby Fire will share to ensure we have fuel if the power goes out.

Bond Update (FC Davis)

President Carroll signed the Emerick contract as approved by the Board. We received the plans from Ron Yarbrough and the engineer. We should be ready to go for construction soon.

Vice President Buner Ellis III thanked Chief Davis and Staff for excelling during the crazy times we've had recently.

Administrative Report (CFO Fawcett)

We've been back in our office for a while now. Lori and Leanna meet regularly to coordinate processes and update them. We are starting to prepare for the next audit process and the budget hearing for next month's Board meeting. Intra-fund transfers will occur via resolution next month as well. Lori met with FEMA regarding the ice storm process. The Richard Davies First Responder Assistance Fund budget is being wrapped up with the group. We are all preparing for open enrollment with NFRA, which had a percentage increase of only 2.7% this year. Lori has been working with the two ladies at Aurora and Woodburn Fire Districts over LB1 and LB50 forms for budgets.

EMS Report (DC Dale)

Vaccine Clinics: For April, we submitted just north of \$7,000 in reimbursements through the County IGA we have. The reimbursement invoice for May was sent in today for vaccine reimbursement at about \$6,500. Yesterday Canby Fire was at Foursquare church for another clinic and the next one on books is June 7th at Ackerman for Pfizer. These might slow down, but the calls from the community continue to come in. The pharmacies around town can schedule a vaccine appointment if you go to their website or call them.

Chief Dale participated in a GEMT meeting this afternoon. This process is expanding, which will mean an agreement through OHA as well as the Coordinated Care Organization (CCO). This will act more as insurance and done monthly, which is less complicated than the past process. A check for \$63,000 was received through OHA for the 2019 – 2020 GEMT reimbursement.

Community Risk Reduction and Training Report (DC English)

Seven hundred hours of Canby Fire's time went in on Columbia Distributing, so the new building going in that's larger we can anticipate significant time on as well. Mulino Road's water line work is being done right now. There are about three more residential subdivisions at about ninety homes per division going in. The Emergency Communications trailer will be back soon and will house about five different radios with various means of communication. The inside work at ST361 for the group is also underway so they are able to work in the station if available. Two more interns are coming on, with a ride along scheduled.

Volunteer Report (DC Austen)

The Fireground Leader swearing in tonight was much needed. Chief Davis and Chief Austen had a good talk with the volunteers and since then, there has been an uprise in response. Chaplains and Rehab are doing great as usual.

OLD BUSINESS

Fire Code Enforcement Ordinance (DC English)

On June 2nd Canby, Aurora, and Woodburn will meet to discuss the charges for food carts and such. More to come by the next Board meeting. A quick overview was given on this topic by Chief English for our new Director, Connie Austen.

NEW BUSINESS

Appointing New Civil Service Commissioners (FC Davis)

Right now, our Joint Civil Service has representatives from Canby, Molalla, and Woodburn. Aurora and Hubbard Fire Districts have representatives ready to serve on the Commission, but we need the approval of all the Boards before adding them.

A motion to approve the addition of Gina and BettyAnn to the Joint Civil Service Commission was made by Secretary/Treasurer Ron Swor. The motion was seconded by Director Connie Austen and unanimously approved.

CITIZEN INPUT: NON-AGENDA ITEMS

None.

GOOD OF THE ORDER

- Recognition by Chief Dale to FF Dawson-Hurley for doing observations at the vaccine clinic yesterday.
- The next Board meeting will be the budget hearing, which is important to complete so we can submit our documents to the County.

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 Connie Austen and unanimously approved.

The Regular Board of Directors meeting adjourned at 2020 hours.

NEXT REGULAR BOARD MEETING:

Date: Wednesday, June 23, 2021

Time: 1900 hours (7pm)

Location: Canby Fire Station #361 and ZOOM

APPROVED

Director Ron Swor
Board Secretary/Treasurer