

CANBY FIRE DISTRICT
BOARD OF DIRECTORS MEETING
Wednesday, August 25, 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 checked="" type="checkbox"/>	DC Wayne Austen
<input checked="" type="checkbox"/>	Director Connie Austen	<input checked="" type="checkbox"/>	CFO Lori Fawcett
		<input checked="" type="checkbox"/>	AA Leanna Bursell

Also in Attendance: Captain Quevedo, FF Briggs, FF Carter, FF Christenson, FF Laloli, FF Starrett, FF B. Davis, FF Shunn and family, FF Imes and family, and Chaplain Karay.

CALL TO ORDER

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

CITIZEN INPUT: AGENDA ITEMS

No input was received.

PRESENTATIONS

Interns Leighton Imes and Jack Shunn were introduced by Chief English and sworn in by Chief Davis. They were both accompanied by family. Welcome to the family!

CONSENT AGENDA

A motion to approve the consent agenda from the July 28, 2021 Board of Directors meeting was made by Vice President Buner Ellis III. The motion was seconded by Secretary/Treasurer Ron Swor 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 \$2,902,738.25
- LGIP Bond Account shows a total of \$1,919,885.58
- Current Deposits & Earnings shows a total of \$603,493.54
- Current Expenses show a total of (\$678,580.22)
- Total available to the District is \$3,176,419.01
- Current Year Taxes show 105.55% received of Budget in FY22
- Prior Year Taxes shows 132.29% received of Budget in FY22
- Radio Fund shows a total of \$64,631.38
- Ambulance Service has received 9.99% of Budget in FY22

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

- July 15, 2021 = \$151,328.41
- July 30, 2021 = \$226,485.94
 - Medical_ER via A/P = \$58,075.00
 - Annual HRA VEBA = \$32,250.00
 - Annual Worker's Comp = \$57,047.72

CORRESPONDENCE (FC Davis)

- Letter from a family thanking Canby Fire for responding to an outbuilding on fire on their property. This fire could have easily spread if not for the hard work by our crews.
- Thank you note from a citizen for the crews protecting the community.

LIAISON REPORT

- Chief Davis has a standing meeting once a month with the City Administrator, which has gone very well so far. The Fire District was requested to present a quarterly report at the City Council meetings, which the Chiefs will give.
- The city is understaffed right now so they are working through obstacles that come with this.
- Good job to English and Walker for working with the City on new building issues that have come up.

CHIEF'S REPORT

Added: Jack Stark, retired Fire Chief, was transported to the hospital then released. Jerry Giger picked him up and brought him home to rest. Chief Davis will keep the Board updated on his status, but he is doing good right now.

Wildfire Preparedness (FC Davis)

Chief Davis is the Fire Defense Board Chief for Clackamas County and is very busy right now with wildland season. Marion and Clackamas County emergency management and sheriff offices have come together to work on a joint map, evacuation levels, and information that is standard throughout the counties. This is focusing on education for our public ahead of a disaster, which we learned from last year's events. These will be on social media as well as other platforms as needed. The Molalla River Basin is an area for concern if winds pick up or other events take place, but so far we are doing okay.

Conflagration Updates (FC Davis)

Chief Dale led the Clackamas County Taskforce to the Middle Fork Complex then the Patton Meadow Fire. Great job holding up our great reputation and hard work.

Fair (DC English and DC Austen)

A lot of hard work from Canby Fire, particularly Chief English for organizing, Wayne Austen, Connie Austen, James Patterson, Brooke Davis, Jeff Barrow, Leighton Imes, Nate McDonald, Jack Shunn, Steve Krupicka, Kyler Boyd, and Wyatt Ramos. Attendance was 40% above last year's.

Crews staged at the rodeo and first aid booth, with only one transport from the rodeo. Lots of bandages, bee stings, and other minor injuries were taken care of at the first aid booth. One transport from the rodeo stands was done by Canby Fire. Other departments weren't able to help at the first aid booth this year with everything going on, so Canby did a great job taking care of coverage.

Staffing for Heat (FC Davis and DC English)

We have been upstaffing to six paid personnel at ST361 and three to four Interns and Volunteers at ST365 during triple digit temperatures. It's great to have these extra people available when needed. Great work to our crews for their dedication and going over and above their call for service. We have been very busy on the number of calls that continues to increase, which wasn't anticipated, but Chief Davis is extremely proud of our personnel.

9/11 Ceremony (DC English)

The event starts at 8:00am at the station. We would appreciate the Board members to attend if able. Chief English is working with the school district on bringing the time capsule from Ackerman with the

students that contributed. The capsule will be at the station in the lobby temporarily afterwards for viewing.

COVID Testing (FC Davis)

The Governor's order now requires vaccines to all healthcare personnel, including Canby Fire. Chief Davis sent a letter out to all personnel and is working with various agencies on a joint letter to the Governor relaying the possible issues with mandating a vaccine like this. Particularly all volunteer departments are at risk for losing personnel and severely impacting their response. We will not be the enforcing authority in this matter, so we are on hold to see what the official word is. We will do our best to educate our crews and support them. September 20th is the prospective deadline to comply with the current order for October 18th. The Union is not fighting this and are encouraging Firefighters to get their vaccines.

The Board has the option to attend future meetings in person as long as all protocols are abided and there are no outbreaks at Canby Fire, but ZOOM will be recommended. ZOOM will be required for any public attendance.

Booster vaccines will be offered to the Board members as they become available.

Hospital Status (FC Davis)

Hospitals have been in the red, meaning no patients can be taken there. The hospitals are reaching a point where they have a full lobby and no beds available, which is when they do a self-closure and divert ambulances. Canby Fire has waited an hour plus with a patient on a stretcher at Willamette Falls. Labor shortages, COVID, and lack of space is causing these issues. Preparation through emergency management is underway.

Life Pak 15's (FC Davis)

We are waiting for the modems to arrive. Training has started and more will continue after the programming is complete.

Administrative Report (CFO Fawcett)

CFO Fawcett is making good progress on audit preparation and has done some minor help with Aurora and Woodburn. Woodburn being in Springbrook has made helping them much faster, easier, and cleaner. In the office as we move into the new fiscal year, we are streamlining processes and such as clean up and transition. Positive pay paid off again with another case of fraud found and stopped. Leanna is working on the conflag billings from our deployments.

EMS Report (DC Dale)

Chief Dale has been spending time building a report to bring to the Board on performance as a district. This will be the same type of topics seen in other Board reports, day to day operations, and the year-end report. A meeting with a State DHS worker and a patient/citizen to help find a solution to the frequent use of the 911 system was had. The County has reached out again about secure transport, which allows our crews to make a secured transport of a patient by essentially taking over custody of the individual from Police. Canby Fire will most likely not participate in this. The Coordinated Care Organizations that patients are covered under will be part of the second GEMT. EMS Council is working on putting together a performance-based county update relating to the ASA 1 contract. Hiring a consultant over the next couple weeks.

Community Risk Reduction and Training Report (DC English)

Chief English attended a meeting at the council chambers regarding food carts. Canby Fire will work to make this a safe and compliant operation. Conditions of construction are moving along with various locations in town. With these projects, all agencies are working together well.

Volunteer Report (DC Austen)

Two weeks ago, a FF Type 2 class was put on by Jim Walker, which we had Patterson, Boyd, Davis, and Imes attend and successfully complete to be able to respond on mobilizations. Patterson, Davis, Austen, Imes, and Barrow spent a tremendous amount of time helping at the fair, so thank you to those individuals and all others for their assistance. Most people involved were fairly new to these situations, so they got a lot of hands-on training at the first aid booth. Chief Austen is proud of all of them. Thank you to Chief English for planning and organizing the process for everyone. Rodeo standby locations started with a hiccup, but Chief Davis worked it out that paid off when calls arrived. Paid crews were called over a handful of times for response as well.

New recruit academy started with two Volunteers from Canby. Chiefs attended the orientation and were impressed with their abilities and ambitions thus far.

OLD BUSINESS

Ordinance #21-001 (DC English)*

Two readings will occur for this ordinance. Chief English read the agenda item aloud. This ordinance will be included at the September meeting for a second reading and approval.

A motion to accept the first reading of Ordinance #21-001 was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Ron Swor and unanimously approved.

Bond Update (FC Davis)

ST363: Architects, Canby Fire, and Emerick Construction all got together to establish timelines for the project. County building department has a lot of rule and personnel changes that have made this process a little more difficult than expected. A week to two weeks from now we should have our permit. All questions asked by the building department have been answered. One change is providing our own generator system, which saves us \$10k and meets the standards, being a type one emergency services facility. Another change is the pond system, which was discussed at the last meeting. We will update everyone at the next meeting and want to do a groundbreaking ceremony with our Board once we are ready.

ST361: Electrical work will begin September 7 for emergency power that was missed during the initial remodel.

NEW BUSINESS

Check Signers (CFO Fawcett)

Working with Columbia Bank and have preliminary steps complete for current Board and Staff members as signers. Once the remaining process is ready, each member will need to meet with Columbia Bank to complete the process. More to come from Jennifer at Columbia Bank and Lori.

Air Conditioning for ST365 (FC Davis)*

Chief Davis read highlights from the Board agenda item.

A motion to approve the bid as provided by ProTemp at \$6,950.00 and authorize the Fire Chief to sign the work order was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Ron Swor and unanimously approved.

CITIZEN INPUT: NON-AGENDA ITEMS

None.

GOOD OF THE ORDER

- Shawn is a little sore after his angiogram. He will need a pacemaker and defibrillator in the future. Also, he will be unable to attend the 9/11 ceremony due to a vacation.

ADJOURNMENT

A motion to adjourn from the regular Board of Director's meeting was made by Vice President Buner Ellis III. The motion was seconded by Secretary/Treasurer Ron Swor and unanimously approved.

The Regular Board of Directors meeting adjourned at 2028 hours.

NEXT REGULAR BOARD MEETING:

Date: Wednesday, September 22, 2021
Time: 1900 hours (7pm)
Location: ZOOM

APPROVED

Director Ron Swor
Board Secretary/Treasurer