

BOARD OF DIRECTORS
Orville Downer
Randy Franke
Ken Morin
Wayne Miller
Bernie Otjen

CHIEF OF DISTRICT
J. Kevin Henson



FOUR CORNERS STATION
MIDDLE GROVE STATION
PRATUM STATION
MACLEAY STATION
BROOKS STATION
CLEAR LAKE STATION
LABISH CENTER STATION
COLLEGE STATION

MARION COUNTY FIRE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Meeting Minutes
May 18, 2011
4910 Brooklake Rd NE
7:00 pm

The Board meeting was called to order at 7:00 PM by Director Randy Franke. Other board members in attendance were Bernie Otjen, Orville Downer, Wayne Miller, and Ken Morin. Others present were Assistant Chief Robinson, BC LoSasso, James and Sherry Mulhern, Kris Boyer, Andi Batchelor, Ron Rosgen, Kathy Puckett, Bob Palmer, Kris Williams, Alex Carey, Captain Dave Zahn, Sue Curths, and Anna Kraemer (recording secretary). Chief Henson is unavailable due to family medical concerns.

Agenda: Amended to include the creation of committees under Board Policies Update. Approved as amended.

Minutes: Minutes of April 19, 2011 presented. Motion to approve by Director Downer. Seconded by Director Morin. Unanimous.

Financials: No discussion.

Proclamations, commendations, special report, visitors, and awards:

1. Anna Kraemer read a thank you letters from Middle Grover Elementary and a donation letter from Janet Dorn who donated \$50 toward the purchase of a pet oxygen mask.
2. Chief Robinson reported that a letter of thanks was received from Canby Fire thanking BC Wineman for his assistance in an assessment center.
3. Captain Zahn reported on E725 providing a ride to school for 3 students who had won the ride in the Clear Lake auction. The three students were picked up from home and driven around the neighborhood. They later donned turnouts and used a fire hose before being dropped off at school with lights and sirens. Mark Jennings and Eric Bannick headed this event.
4. MCFD responded to a 2nd alarm house fire and rescue on May 17th at 1:40 am. Forty-four personnel were on scene, with E725 arriving first with Zach Zielinski and Chase Redman. Medics 31, 32, and 33 also assisted on scene with personnel Bill Chambers, Patrick Anderson, Bret Peterson, Cory Coussens, Aaron Iwaniw, and Damon Frutos. One occupant was rescued form the home and transported to Silverton Hospital where she was later life-flighted to Portland.

Organizational Input

1. Volunteer Association: President Zahn reported that the Easter Egg Hunt and Open House went very well and thanked Support Services for their help with this event. The

Keizer Iris Festival parade will take place this Saturday; Medic 33, Engine 725, and Tanker 329 will be in the parade.

2. Local 2557: President Boyer reported that A-shift personnel were proud of themselves for their participation in the rescue. He stated that an enlarged photograph of the chief's seatbelt was provided in the back of the room, along with expert statements. The union has voted no confidence in Chief Henson and will continue to provide the best service to the community.
 - a. Director Franke stated that he did receive President Boyer's questions via email and that he appreciated receiving them in that format.

Chief's Report:

1. Chief Robinson reported on the OFCA Awards Banquet last Saturday. Alex Carey received the Distinguished Conduct award for his off-duty assistance on a motor vehicle accident last December. Kris Kuenzi, Seth Barnett, Kris Williams, and Kris Boyer received the Unit Citation award for their actions during a house fire and rescue last June.

Old Business:

1. The Medic 33 data report is again available for review. Capt. McMann will continue to gather data as it evolves.
 - a. Director Otjen confirmed that part of presenting a balanced budget is dependent on the transport revenue produced by Medic 33.

New Business:

1. A Social Media Policy was presented to the Board. This policy refers to process and procedure regarding District-owned social media as a government organization. This policy does not affect sites owned by individuals or limit off-duty conduct but established practices for the District-own media sites. Adoption of this policy is proposed for June.
2. Board Policies revisions are underway. Sample policies were retrieved from Salem City Council, Keizer City Council, TVF&R, Keizer Fire and the Marion County Board of Commissioners and have been modified where appropriate or useable. Policies have been reviewed by committee and draft revisions were provided to the Board. Adoption is proposed for June. As a part of this review, Director Franke proposed the creation of two new committees; a Futures/Strategic Planning Committee to address strategic planning and relationships, and a Personnel Committee to oversee personnel concerns and the annual evaluation of the Fire Chief. *Director Otjen made a motion to create the two committees as discussed. Seconded by Director Downer. Unanimous.*
 - a. Director Franke appointed Ken Morin and Wayne Miller to the Personnel Committee with Ken Morin as chair; Directors Franke and Otjen are appointed to the Strategic Planning Committee.
3. Station 1 seismic concerns have been discussed at length. Improvements to the station will only reach 70% compliance with standards at a cost of \$1.8 million. A short term solution for firefighters is proposed until an action for the long term can be made. In addition to the expense for lack of 100% compliance, station location is of concern due to the recently annexed property directly across the street from Station 1, as is the placement of neighboring department stations.

4. Resource deployment and station utilization was discussed. Station 6 will be housing more personnel as Medic 33 is moved to Clear Lake station. Expanding that station is to be considered.
 - a. President Boyer asked if Station 6 was in the same danger as Station 1 of annexation and placement versus money needed to expand. Director Franke stated that the situation at St. 6 is different. The threat of annexation is not the same as the seismic issue and the cost to expand is far less than for Station 6. Director Otjen added that legal counsel has provided that an annexation possibility between two districts is not likely, especially when services are already being provided.
5. Medic 33 will relocate to Station 6 effective May 20, 2011 at 7:00 am. Sleeping quarters have been prepared.
6. Chief Robinson reported on the expansion of Station 6. Ideas and suggestions for how the station might be expanded have been reviewed. The goal is to add 3 bedrooms, an additional bath, and an additional utility. Estimated costs will be between \$150,000 and \$175,000. This will be a permanent addition. Limited space would require the addition to be added to the west side of the building.
 - a. Bob Palmer suggested that the actual cost might be closer to \$200,000.
 - b. *Director Otjen made a motion to authorize staff to move forward on Station 6 expansion to accommodate M33 and growth as presented. Seconded by Director Miller. Discussion: estimated amount of expansion \$150,000 – \$225,000. Authorization by committee is authorized with notification to the entire Board. Vote is unanimous.*
 - c. Director Otjen clarified that MCFD is providing ambulance service within the District's own Ambulance Service Area (ASA) that was previously served by Keizer Fire through a written agreement. Providing this service out of Clear Lake is serving the residents of our community and our ASA.

Division Reports:

1. Director Otjen inquired about recent issue with Miller Ranch events. Chief Robinson stated that events have been held there before and District personnel have been involved. Recent inspection by the Fire Marshal noted that changes were needed prior to hosting this type of event. BC LoSasso reported that there are severe code issues and both planning and zoning have been involved. Needed changes were required to the property in order to host the event there; these included emergency access and life safety issues. The organizers have decided to host the event elsewhere. Director Franke commended BC LoSasso and Fire Marshal Paula Smith for doing what was right for the safety of this location. The Fire Marshal's decision is supported by Chief Henson as well.

Good of the order:

1. Bob Palmer asked about the private water system with unreliable water availability across from Wal-Mart on Lancaster serving 80-100 homes. Residents in this area do not want annexation but are concerned about water system availability and fire service delivery. Bob Palmer suggested a 1-page flyer to be distributed to the residents in this area explaining what MCFD is doing to help with this problem.

- a. Chief Robinson stated that these residences have been flagged in the dispatch system to notify crews of alternative water sources.

Next Meeting: June 15, 2011, 7:00 pm, 300 Cordon Rd NE, Salem

Meeting adjourn: 8:04 pm

MCFD No.1 Board President

MCFD No.1 Board Secretary