

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

July 20, 2011

4910 Brooklake Rd NE, Brooks

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 Chief Henson, Assistant Chief Robinson, BC Wineman, Kris Boyer, Andi Batchelor, Bob Palmer, Mike Willcut, Captain Kyle McMann, Kathy Puckett and Anna Kraemer (recording secretary).

Agenda: Approved as presented.

Minutes: Minutes of June 15, 2011 and budget hearing June 27, 2011 approved as presented.

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

1. Chief Henson congratulated recent paramedic program graduates Seth Barnett, Colby Feetham, Thomas Byrd, and Kent Irby (MCFD), and Nick Coleman and Andrea Martinez (TFD).
2. Chief Henson congratulated BC Patrick Wineman on achieving NFPA Fire Officer 4 certification. BC Wineman is one of two personnel who have achieved this level of certification, along with Captain McMann.
3. A letter of appreciation was received from Silverton Fire Chief Bill Miles thanking our personnel for assistance on a structure fire on July 11th.

Public Comment (agenda items): None

Secretary/Treasurer Report: No discussion.

Old Business:

1. AC Robinson reported on the status of the DEQ water reclamation project. This project began in 1997 and a final report and "no further action" is expected next month.
2. Director Franke reported on the Keizer annexation proposal issue. The City of Keizer has scheduled a public hearing for August 1st to hear arguments on the withdrawal of the Clear Lake area. He added that the statutes favor MCFD's position and that there is serious liability to the City of Keizer regarding bond indebtedness and division of assets. Director Franke thanked the Volunteer Association for their motion of support and contribution of \$1500 to the PAC. He furthered that he hoped that the union would consider supporting the efforts to protect boundaries and jobs. Losing Clear Lake would have a cascading effect on the rest of the District and an influence on the expenditure of the remaining bond funds.
3. Bond counsel was consulted approximately 3 weeks ago regarding the sale of the next \$5m in voter approved bonds. After consideration of the needs of the District and general

market considerations, bond counsel advised that there is no reason to wait on the sale of the second set of bonds. The Board previously gave verbal approval for the sale of the second \$5m in bonds when needed. *Director Otjen made a motion to move forward with the issuance of the second \$5m in bonds. Seconded by Director Miller. Unanimous.*

4. Wildland urban interface apparatus was discussed by committee approximately one year ago and proposed to replace the L9000's at stations 3 and 7. Upon the sale of the second \$5m bond sale, proposed specs will be revisited for current needs.
5. Approximately four months ago there were early discussions on the potential for an urban services agreement (USA) with the city of Salem. No formal or informal discussions have taken place since that time.
6. Construction for Station 6 addition. The invitation to bid was published today; Deffenbaugh and Associates are performing project management on this project. The bid documents have been reviewed by legal counsel and staff. Bid will be open for 14 days and an award is projected for August.
7. The monthly medic summary report was provided for review. M33 in service creates an added benefit in allowing M31 and M32 to be more flexible, in addition to M33 running calls. A year-to-date column will be added to next month's report.

New Business:

1. Board officer elections.
 - a. President: Director Morin nominated Director Franke to continue as President. Seconded by Director Otjen. Nomination accepted. Vote is unanimous.
 - b. Vice President: Director Morin nominated Director Otjen. Seconded by Director Miller. Nomination accepted. Vote is unanimous.
 - c. Secretary/Treasurer: Director Miller nominated Director Morin. Seconded by Director Otjen. Nomination accepted. Vote is unanimous.
2. RFP award: multi-platform monitor/defibrillators. BC Wineman distributed a memo to the Board detailing the RFP process and vendor responses. The monitor/defibrillator purchase is possible by the 2010 grant awarded to MCFD. Sealed bids were opened yesterday and the EMS division has reviewed submissions and calculated scores in accordance with the established criteria. The EMS division recommends award to Physio-Control with the highest score of 946.62 points out of 1000, for the purchase price of \$277,209.64. *Director Miller made a motion to award multi-platform cardiac monitor defibrillator purchase to Physio-Control, Inc. in the amount of \$277,209.64 for procurement of 8 units as described in the RFP in accordance with the adopted MCFD Public Contracting Rules. Seconded by Director Otjen. Unanimous.* BC Wineman added that the new LifePak 15 equipment for career apparatus, the LifePak 12's can be transitioned to volunteer apparatus.
3. The future of WVFRA has been discussed at the Turner Board level; there are three new Board members on the TFD board now and there may be changes coming. It is unknown which TFD Board member will be appointed to the WVFRA board. Director Franke stated that while variations in WVFRA may be possible, the relationship is critical. Chief Henson added that there was discussion 2-3 months ago about what had worked and what had not worked. The TFD Board opted to postpone further discussion until the new

Board members take office. Director Otjen added that joint operations is the way for smaller departments to survive.

4. Strategic Planning Committee report. Director Otjen reported that the committee discussed standing issues such as station 1 seismic concerns and apparatus in relation to the bond. Funds need to bring station 1 up to seismic standards is a concern. Considerations for alternatives include moving firefighters off-site or in temporary quarters until more information is known about potential changes to the Salem UGB. Director Franke added that the seismic issue was discussed in some detail and that the consensus is to ask AC Robinson to move forward with exploring means of temporary housing for firefighters to get out of the concern area. Bringing the current station up to 70% (unable to reach 100% without complete demolition and rebuild) of the standard is estimated at \$1.8m which does not seem wise, but other options, such as temporary housing, are available to relieve these issues.
5. Personnel Committee Report. Director Morin stated that the committee had met and was working on developing a process for the next annual evaluation of the fire chief. The evaluation form and objectives would be completed by each member of the MCFD and TFD boards and evaluated by the WVFRA board. Suggestion to evaluate in December. On personnel issues, the committee will meet with the personnel officer twice yearly to be informed of issues. The complaint process is spelled out in the Board Policies and through the chain of command.
6. Resolution 2011-05 - Ambulance rate increase considerations. Several years ago EMS providers in our area made a verbal agreement to attempt to maintain the same rate of ambulance service fees for consistency between agencies. Salem Fire and Keizer Fire approve these increases last month. Discussion on national decline in ambulance reimbursement. *Director Otjen made a motion to adopt Resolution 2011-05. Seconded by Director Morin. Unanimous.*
7. A SDAO internship grant has been awarded in the amount of \$2,000. This is a 50/50 matching grant. This internship project will be responsible for the inventory of assets as recommended by the auditor for items in excess of \$10k in value. Chief Henson thanked Rebecca Shivers-Singleterry for seeking out, applying for, and obtaining this grant.

Chief's Report:

1. Chief Henson thanked personnel for their assistance at the Marion Co. Fair. Deputy Fire Marshal Alfredo Mendez organized this year's event⁵ and did an excellent job. Chief Henson thanked Ana Mosqueda, Tim Rosgen, Ron Rosgen, Zach Zielinski, Mark Mitchell, Cory Coussens. It was noted that the public service booths at the fair have been less busy in the past few years and public interaction was less than expected. Participation in the fair next year will be considered at that time.
2. A letter has been prepared for the Glendale neighborhood residents to provide information about the water system availability. Engine companies will be hand delivering these letters over the next few weeks.
3. Chief Niblock of Salem Fire notified us last week that there was an accounting error that resulted in overpayment of FireMed fees to MCFD. A meeting has been scheduled to discuss the matter.

4. Chief Henson shared information about a Turner call with a highly critical patient. Chief Henson stated that he had responded and others were already on scene. QTOD volunteer Alex Carey was in charge of the patient and did a fantastic job. Chief Henson added that he was proud of the good work and pleased that the QTOD process and training was working perfectly.

Individual Input:

1. Special Presentation: None
2. MCFD Volunteer Association: None
3. Local 2557: President Boyer reported that he had sent an email to the Board re: the state of things. He asked that the Board contact KFD regarding the stability of employees in the annexation of Clear Lake does occur.
 - a. Director Otjen stated that we are nowhere near that process at this point. If annexation does appear likely, the Board hopes that there will be an opportunity to have that discussion.
 - b. Director Franke added that there have been numerous attempts to reach out to the KFD Board and with each attempt; the response has been that they are unwilling to meet. He added that he viewed protecting the District boundaries as the same as protecting union jobs and he hopes that the union will join the Board in that effort.

Division Reports: No discussion.

Good of the order:

Next Meeting: August 17, 2011, 7:00 pm, 300 Cordon Rd NE, Salem.

Meeting adjourn: 8:42 pm

MCFD No.1 Board President

MCFD No.1 Board Secretary