

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  
August 17, 2011  
300 Cordon Rd NE, Salem  
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, Bob Palmer, Jon Crow, Captain Zahn, James Mulhern, BC LoSasso, Bob Gerig, Damon Frutos, Mike Welter, Rita Bruegeman, Kathy Puckett and Anna Kraemer (recording secretary).

Agenda: Approved as presented.

Minutes: Minutes of July 20, 2011 and special meeting August 3, 2011 approved as presented.

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

1. A thank you letter was received from Chief Johnston at Lyons Fire for mutual aid assistance on July 30<sup>th</sup>.
2. A thank you note was received from the family of a child who was saved by our personnel.
3. Chief Henson thanked Station 7 Captain Ron Rosgen for taking Freddie the Fire Truck for repair in Utah in time for the National Night Out events throughout the District.
4. MCFD received an award and plaque from Salem Hospital recognizing our personnel for our advanced training on 12-lead intervention/cardiac cath lab field activation and recognized personnel Mulhern, DeLeon, Coussens, and Longmire for their critical care of a cardiac patient.

Public Comment (agenda items):

1. Mike Welter addressed the Board. Mr. Welter stated that he is the president of the Vineyards Phase I Homeowners Association in Clear Lake and that he had attended the Keizer Fire District Board of Directors meeting and had concerns for the area in MCFD1 outside of Clear Lake if the annexation were to occur and who the primary responder would be to the west and north if Station 6 were taken by Keizer Fire (KFD).
  - a. Chief Henson explained that a change in boundary does not change the primary responder which is the Authority Having Jurisdiction (AHJ). KFD has never been the AHJ of Clear Lake and would not be for the areas outside of Clear Lake. Response options could include responding from Brooks, or building a new station just outside Clear Lake, if the efforts of Keizer Fire were successful.
    - i. Director Otjen added that if the annexation were successful, nothing prohibits MCFD from remaining in station 6 and responding from there to

the rest of the district. Division of assets does not require that the station be included.

- b. Ambulance deployment and system status management was discussed. Borderless dispatching is a long term goal of Chief Henson's as is currently under discussion at the ground level with Salem Fire and Rural Metro Ambulance. This approach as well as others was brought to KFD in September 2010 as a possible solution.
- c. Staffing was discussed. The requirement for double paramedic response on an ambulance was removed more than 10 years ago. Currently MCFD, as well as Salem/RMA, staff with at least one EMT Paramedic; the partner could be an EMT-Intermediate or an EMT-Basic. This can fluctuate with staffing day to day. Additionally, there is at least one paramedic on the engine. Chief Henson stated that better statistical analysis quantify the change; only 5% of our patients are truly Advanced Life Support (ALS) calls. Improved training and equipment have also resulted in a decreased need for double paramedics on a single ambulance.

Secretary/Treasurer Report: No discussion.

Old Business:

1. The medic utilization report was provided and reviewed. Medic 33 July responses totaled 313 calls which not only improves service to Clear Lake, but the City of Keizer and the rest of MCFD1 by increasing the number of available medic units in the system. Chief Henson added that in September 2010, MCFD suggested joint staffing of Station 6 to KFD. KFD declined stating that M36 would be out of position for Keizer responses. If KFD were to place M36 at Station 6, the argument KFD is making is in conflict with prior statements. KFD is opposed to MCFD floating medics within our response area to provide more even coverage, however if KFD were to annex and place M36 at Station 6, M36 would likely move into Keizer to cover calls when M35 is at the hospital or on another call. The argument is the same.
2. Chief Robinson reported on the progress of the Station 1 water reclamation project. A closure report is expected from the testing company soon. Once received it will be submitted to DEQ for final approval. A 60-90 day review period for DEQ is anticipated.
3. Information regarding the Keizer annexation issue has been distributed to all personnel. Director Franke stated that the Keizer City Council voted to reopen the public hearing on September 6<sup>th</sup>.
4. Preliminary research into temporary crew quarters for Station 1 is being conducted. This temporary solution is proposed due to seismic concerns about the current facility. Three possible locations on the Station 1 campus were presented. Each location presents its own concerns. Preliminary discussion only at this time. Board consensus that staff moves forward with exploring options for temporary housing, or potential to relocate and lease/sell all or a portion of the current location.
  - a. Chief Henson corrected misinformation stated by the Keizer Mayor. It was stated that MCFD is facing a \$1.8m budget shortfall. This is incorrect. The minutes referred to by the Keizer Mayor detailed the proposed \$1.8m required to bring Station 1 up to 70% seismic standards which is cost prohibitive. It is for this reason that MCFD is considering temporary crew quarters. The reference to

\$1.7m was in regard to the *proposed* budget shortfall for the beginning of FY 11-12 which was successfully avoided due to line item budget cuts and benefit concessions.

#### New Business:

1. The announcement for Station 6 construction was sent out on July 21<sup>st</sup> with a 14-day notice in accordance with adopted procurement rules. Six successful bidders were graded and scored according to the established criteria. Dalke Construction earned the highest score of the bidders. Staff supports the recommendation for award to Dalke Construction. *Director Miller made a motion to accept the staff recommendation and to award the contract to Dalke Construction in the amount of \$166,400. Seconded by Director Downer. Unanimous.*
2. MCFD was contacted by the City of Salem, who oversees the Capital FireMed program, in regard to an overpayment made to MCFD out of the last quarter payment in FY 10-11. The Chief distributed and discussed a letter from the City of Salem outlining exactly what had occurred. SFD has proposed that the overpayment be resolved through deduction from the next revenue payment. The result will be a difference in this FY projected FireMed revenue. Board consensus of this agreement.
3. Captain McMann provided a memo regarding the Regional EMS Protocols project that began in 2008. These regional protocols bring EMS providers together under the same set of procedures for emergency medical care which allows for better consistency and congruence on scene rather than several different standards which made mutual aid services sometimes difficult. These protocols were adopted in 2009 by WVFRA, Keizer Fire, Salem Fire, and Rural Metro Ambulance. In July 2011, all south county agencies adopted these protocols as well. Discussions have begun with north county agencies as well. The creation and implementation of these protocols is a great achievement for EMS providers and patients in all of Marion County.
4. MCFD Volunteer Association and L2557 are working on a joint smoke alarm campaign. Personnel Bill Chambers, Jon Kettering, and Captain Paula Smith have been working on preparations for this project which will include door-to-door canvassing and smoke alarm installation in high risk areas. Additional smoke alarms will be carried on apparatus so that crews can install them as needed when out in the field. The door-to-door campaign is set to begin in late September. Grants from the State Fire Marshal's office will help to offset costs. The Volunteer Association has committed \$2,000 toward the project.

#### Chief's Report:

1. Chief Henson reported on the recent volunteer promotional assessment process. Six volunteers applied and participated in the process. Candidates are being scored and evaluated and all volunteer officers have been contacted for their input. Some consideration is being given to restructuring the chain of command into divisions rather than the north and south battalion.
2. The latest QTOD assessment resulted in two new QTOD volunteers who will begin training. That training begins tomorrow night.
3. MCFD recently purchased eight LifePak 15's with the Assistance to Firefighters grant through FEMA. Training will begin soon and our Lifepack 12's will be rotated to other apparatus throughout the District. The second part to that grant includes electronic medical charting which will allow wireless transmission of data from the field. Systems

are currently being evaluated and the goal is to time the introduction of this new process with the new CAD changes.

4. Volcanoes Stadium Hometown Hero Night is scheduled for August 22<sup>nd</sup>. E725 personnel will be participating. Capt. Zahn has been invited to throw out the first pitch.

Individual Input:

1. Special Presentation: None
2. MCFD Volunteer Association: Association President Dave Zahn reported that the volunteers have been very busy with community events. Sean McDermott oversaw the Brooks Steam Up event this year. Personnel participated in more than a dozen events during National Night Out and will be participating in Hometown Hero Night. The Volunteer Association has voted to contribute \$2,000 to the smoke alarm community project and are preparing for that event.
3. Local 2557: President Boyer reported that he and Jon Kettering participated in the Mt. Hood MDA day event. Preparations are underway for the Fill the Boot event which takes place on black Friday at Center/Lancaster. President Boyer suggested that the yearend budget from FY 10-11 be evaluated by the group that participated in the budget reset process to determine how accurate projections were and where we are now.

Division Reports: No discussion

Good of the order:

1. DC Gerig reported on the loss of two former volunteer firefighters. Lt. Larry Etzel volunteered for MCFD1 in the 1960's and later went to work for TVF&R. Lt. Pat Holland served at Station 3 and was instrumental in Engine ½. The Association would like to invite Mrs. Holland to ride on Engine ½ in the Festival of Lights parade in his honor.
2. Director Miller reported that the Keizer Fire District board passed a resolution to support the tax for funds for police and fire within the Keizer city limits. The proposed tax will bring in \$4.70 per month from each residence and business. Director Franke added that the district should investigate the issue thoroughly if considering a show of support. MCFD has not been a part of any conversations or provided with any detail regarding this proposal.

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

8:36 pm: Adjourn for Executive Session: 192.660 (2)(h).

9:38pm: reconvene regular session.

Meeting adjourn: 9:39 pm

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MCFD No.1 Board President

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MCFD No.1 Board Secretary