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**Aumsville Rural Fire Protection District**



**490 Church Street, P.O. Box 247, Aumsville, Oregon 97325-0247**

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**BOARD OF DIRECTORS MEETING**

490 Church Street, Aumsville

August 10, 2017

Minutes

Call to order: Meeting called to order by President Kuhl at 1801 hours.

Attendance:

*Board members:* Garvin Smith, Michael Heffner, Rachel Fellis, Robert Garrison (late arrival), Wayne Kuhl
*Staff:* Chief Roy Hari, Assistant Chief Brad McKenzie, Office Administrator Trish Lutgen
*Volunteer Firefighters:* Robert Surrette, Odas Coleman, Shannon Oglesbee, Nic Schrock

Flag salute: Completed.

Approval of Agenda: President Kuhl wanted to add an action item under new business, duty officer pay. **Action:** *Motion to approve the agenda as presented along with the change made by Director Garrison, motion seconded by Director Fellis. And, with no discussion the motion carried unanimous.*

Minutes: Regular meeting minutes of July 13, 2017. **Action:** *Motion to approve minutes as presented by Director Fellis, motion seconded by Director Heffner. And, with no discussion or changes the motion carried unanimous.*

Secretary/Treasurer’s Report: as presented in packet.

Volunteer Association: Odas Coleman stated that the volunteers asked about the LOSAP program. Trish stated that it is in process. Odas also gave an update on the breakfast. It will start at 6:00 am. He also wanted to thank Roy and Brad for the positive changes in the department. Robert Surrette wanted to add that they officially have their EIN.

Public Comment (Agenda items): None.

Old Business:

1. Remodel Plan
	1. Chief stated that a plan of the building is needed, and he is having Noack draw up said plan.
2. Reconfiguration Plan/Staffing Recommendations.
	1. Chief reviewed the recap for the configuration located in the board packet. There was a question from Director Heffner regarding daily supervision. Chief Hari stated that there will be daily duties, and there is a list down to making coffee in the morning. They will set the example for all of the volunteers. There are daily staff that will be here for daily supervision. Director Garrison had a question regarding volunteering back. Chief Hari stated that it was not a problem because they will be contracted for 24 hours a week maximum. PERS would be included if they were currently a PERS member or reached the number of hours where PERS kicked in. LOSAP should not be an issue if you are still volunteering.
	2. **Action:** *Motion to move forward with the reconfiguration plan as presented by the Chief made by Director Garrison, motion seconded by Director Fellis. And, with discussion including a reminder that the Chief’s position will need to be cut to part-time and there will be advertising with Chemeketa. The Chief would be ready to move forward after the meeting on August 29th at 6:00 pm. And with no further discussion, the motion carried unanimous.*
	3. New Part-time Employee Job Description. Chief Hari would like to drop the age to 18. There is not an insurance reason, so the Chief does not want to overlook the pool with the school programs that we have available in our area. Discussion occurred around the age limit. Director Smith asked questions regarding the title of position and why it did not contain EMT. Chief discussed the reason for the title and usually you want to add to the firefighter title only if you are requiring the position to be something like a paramedic. **Action:** *Motion to accept the position description of Part-time Firefighter with the age change from 21 to 18 years of age made by Director Garrison, motion seconded by Director Smith. And, with no discussion or changes the motion carried unanimous.*
3. Position Descriptions.
	1. Chief discussed the position descriptions. He talked about Chris attending the EMT class and teaching others in the class. Chief wanted it on record that the EMT class he and Chris were attending was horrible. **Action:** *Motion to approve these job descriptions of Firefighter Mechanic and Fire Chief made by Director Fellis, motion seconded by Director Smith. And, with Director Heffner catching a place on page 3 that did not get updated, Director Fellis amended her motion to include the change of 15 minutes to the boundary on page 3, Director Smith seconded the amended motion. And with no further discussion the motion carried unanimous.*

New Business:

1. Pulse Point.
	1. Chief discussed the Pulse Point information including the cost to the district. There is no money in the budget but MetCom is wanting everyone’s buy-in. You can download it now. It is new technology; however, it does have its problems. We could fundraise towards buying into the program. Discussion occurred around the Pulse Point system. **Action:** *Motion to allow the Chief to notify MetCom that we are interested made by Director Garrison, motion seconded by Director Heffner. And, with no discussion the motion carried unanimous.*
2. Skid Unit.
	1. Chief presented the information on the skid unit and that we could get it for $15,400. The volunteers approved of the purchase. Chief McKenzie talked about the potential uses. There is a runtime of 15 minutes. President Kuhl wanted to know about the difficulty of use. Surrette stated that it is easy to use. It holds 125 gallons with 5 gallons of foam. Director Smith asked the age. Brad stated that it was a three-year-old demo, and if anyone wanted to see how it is used they could search youtube for EJ Metals. Director Smith asked about the budget. Chief responded that there are funds to use. Director Smith liked the idea for duty officers. **Action:** *Motion to purchase the skid unit made by Director Garrison, motion seconded by Director Fellis. And, with some discussion the motion carried unanimous.*
3. Duty Pay.
	1. Duty Officer*s* are taking duty one night a week. President Kuhl would like to pursue paying the duty officer. Discussion occurred around pager pay and call pay. Chief mentioned a shared Battalion Chief between neighboring districts. Further discussion occurred. Director Garrison pointed out the joint meeting on the 29th of August. **Action:** *Motion to have the Chief look into and method of paying the duty officers made by Director Smith, motion seconded by Director Garrison. And, after some discussion around PERS the motion carried unanimously.*

Chief’s Report: as presented in packet. Discussion occurred around the volunteers who showed up to the fires. Additional discussion occurred around the August 29th meeting, the eclipse planning, a recap of the August 1st National Night Out Waterball competition and the county has a complete burn ban in effect. Director Heffner asked about who initiates the burn ban. Chief Hari stated it was the State Fire Marshal’s office that initiated.

Information:

President Kuhl took a moment to determine who would attend the August 29th joint District meeting. It was determined that President Kuhl and Vice President Garrison would attend.

Chief Hari wanted the board to know that we were looking at changing insurance to Wilson Heirgood Associates Insurance (WHA) as our agent of record. We also need to have legal counsel of record. Chief Hari stated that SDAO generally uses Speer Hoyt LLC and that is who he is used to working with as they understand fire talk. Chief would like to make a formal proposal, but wanted the group to know what was going on.

Chief informed the group that Schrock was interested in becoming a lieutenant and will be going on a ride-a-long with Clackamas County.

Surrette informed the group that he starts the intern phase of his paramedic classes.

Director Smith informed the group about the recruitment meeting. He thought that the meeting went very well. The group is going to get out and go to the public. Director Smith’s goal is to get 30 volunteers. President Kuhl stated that there were a lot of good ideas presented at the meeting.

Public Comment (other than agenda items): None.

Next Meeting Date: September 14, 2017 at 1800 hours (6:00 pm) at 490 Church Street, Aumsville OR 97325

Adjourn: **Action:** *Motion to adjourn by Director Heffner, motion seconded by Director Garrison. And, with no discussion or changes the motion carried unanimously adjourning the meeting at 1939 hours.*

Rachel Fellis, Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Wayne Kuhl, President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_