**Tangent Rural Fire District**

**Board of Directors Meeting**

**Minutes**

**May 10, 2023**

**Board Members Present:** John Dunn, Paul Strombeck, Chris Meyer, Bruce Riley

**Staff Present:** FC Griffin, BC Chapin, OA Conrad

**Volunteer Association: None**

**Citizens:** None

**Absent:** Scott Richards - Board Member, AC Vonasek

President Dunn called the meeting to order at 7:03 p.m.

No citizens connected by Zoom.

1. **CITIZEN COMMENTS: None**
2. **APPROVAL OF:**

**Minutes – Board Meeting – April 12, 2023**

**Action:** Strombeck moved to approve April 12, 2023 minutes as submitted. Riley seconded the motion. Upon vote, it passed unanimously, (4-0).

**Financial Report – April 2023**

**Action:** Riley moved to approve the April 2023 financial report as submitted. Meyer seconded the motion. Upon vote, it passed unanimously, (4-0).

1. **STANDING REPORTS:**

**Volunteer Association** – Taylor

No report.

**Fire Chief** – Griffin

(The following is the Chief’s written report as well as added comments made at the meeting.)

**Emergency Calls:**

Nothing notable. Two escaped burn piles already, Spring has sprung.

Significant MVA call on I-5 with two fatalities. Assisted Albany with the extrication. Debriefed at drill last night. Chief will reach out to a Chaplin for assistance. Dunn agreed this would be a good idea. Have an open drill at the end of the month, hopefully the Chaplin will be available to attend. We are sticking to the basics at drills. We Responded to a fire burning through a swampy area.

**Meetings:**

Coordinated/Facilitated weekly Staff Meetings and monthly Officers Meetings. Attended weekly volunteer drills. Linn County Fire Defense Board in Harrisburg, ASA meeting and Tangent Together. Frequent individual meetings with staff and volunteers. Meeting scheduled with Stacey Whaley, Linn County Parks Director on May 22nd concerning the Seven Mile Project.

**Correspondence:**

We did not receive the OFFM capacity grant but received the wildfire grant. Chapin and Conrad have been putting the numbers together for the hiring of 4 people (3 firefighters and 1 training officer)

**Operations/Equipment:**

Spring clean-up. Briars on the South side of the property were recently chopped down by the prisoner work crew. Many thanks to LCSO Deputy Bebeau!

Our UAV/Drone is pretty much outdated and of little value. Chief believes this is something to surplus.

Salvador Munoz and I successfully completed the EMR class in Philomath. Attended the OFCA conference in Bend. Working hard on a training plan, skill sheets, SOG’s and Policy updates/revisions.

Drone could be used for training,

**Other:**

City of Albany property annexation.

**Assistant Chief/Training Officer** –Vonasek

(The following is the Assistant Chief’s written report as well as added comments made at the meeting.)

**FIRE & EMS TRAINING –**

**In-House –** Our Wildland refresher training begins this month. B/C Chapin

The Miller house on Fry Road for Live Fire training. Looking at ways to best utilize this resource for summer training. Possible burn date is September timeline. Prior to the burn, we will be doing company level training with the new recruits and to help prep the building to prepare it for the training burn.

Recent new members are in various stages of continued training from Wildland FF, NFPA Driver, and Apparatus Operator.

**Regional / State –** Several NWCG/Wildland training opportunities are still available.

**OR-EMS –** Nothing scheduled within the immediate area.

**National –** NFA, Plans Review class hosted by Tangent RFPD April 24 – 28. Chuck, Diego, and Suzanne attended.

**HEALTH & SAFETY –**

**Safety Committee –** Gathered for its May Safety Meeting on May 2nd. Next Safety Committee Mtg is June 6th @ 1830-hrs.

**Safety / COVID** - updates to the changed Mask mandate on April 3, 2023, have been updated to reflect the new ruling. Wearing masks are optional but are strongly encouraged when working around a patient with TB or working around a patient’s airway.

**EQUIPMENT UPDATE –**

**Equipment** – PPE order has been placed with Cascade Fire Equip.

**Ice Machine –** The Ice Machine is working, it was noted by Mike from Mike’s Appliance, the machine is only a few years old, but had a rough life. And looks as if it may have been subjected to high heat in its history.

**OTHER BUSINESS –** Nothing to Report

**COMMUNITY OUTREACH –**

**Tangent Fire District Website –** Nothing new, just a few personnel updates

**Tangent Community Blood Drive –** Next Blood Drive is set for July 20th at the fire station. There are still openings available.

**Staff Battalion Chief’s Report** – Chapin (The following is the BC’s written report as well as added comments made at the meeting.)

**Meetings Attended:**

* IMT Conference
* 3-FM/BO meeting
* 3-Staff meetings
* Fire Life Safety Plans Review Class

**Fire Inspections-** 14 fire inspections were completed for the month of April. We have identified a building in Tangent that did unpermitted work and working with the Linn County to get them into compliance. Completed a review of Nutrien Ag and Boshart Trucking hazard communication and emergency action plan. Completed three land use reviews.

**Pub Ed-** Working with the teachers at Tangent Elementary for a field trip to the fire station.

**Building/Ground Maintenance-** The electrical room in the classroom has been cleared out and up to fire code. The room above the weight room has been cleaned and re-organized.

**Volunteers-** We are continuing the process of bringing on 7 volunteers. Currently, they are all in UA/Physical stage. Working with Samaritan and Corvallis Clinic for our UA/Physical process. Maya was checked off to drive the Durango.

**Other:** Conflag teams. Federal teams are required to take 7 days off after returning from a conflag, even if they have only been out for 3 days. This could impact the amount of people available for the next fire deployment.

Girl Scouts dropped off cookies for the station.

National Hose Testing tested our hosed. Two had issues, one had an issue at the coupler area and the other is done.

Working with Corvallis Clinic for the OCMED services. They will email the results which could speed up the onboarding process.

**Activity Report:**

Total YTD calls are 125 as of the end of April. With 24 calls this month, this is a 10-call increase from 2022, 34-call increase from 2021, 37-call increase from 2020 and 2-call decrease from last month.

1. **OLD BUSINESS:**
   1. **Ice Machine –** Griffin

Ice machine is up and running, It hold 450 pounds.

* 1. **Linn County Seven Mile Project – New Linn County Parks Director, Stacey Whaley** – Griffin

Meeting set in the next couple of weeks. Looking forward to meeting Stacy and developing a working relationship with her and see if we can create an avenue for some fee recovery and a place to possibly drill stage apparatus, land a helicopter if needed. Chapin is working on the engineering side of the new park; access requirements, hydrant placement, water supply etc.

County is planning to create this park in phases. Phase 1 make 50 RV sites, in phase 2 up to 175 RV sites. Planning on holding huge events; a renaissance fair within a two-week period have over 25, 000 people. Two parking areas a 3 acre and a 7 acre. There will be an on-site live-in manager, and gated entrance.

Dunn added, at one time it was talked about giving the district some land for a substation. With these big plans, this is something that need to be thought about.

Griffin added, the council is talking about emergency preparedness and disaster planning. Oregon Military owns 50 acres of land adjacent to the south and that may open some possibilities.

The RV sites will have power, but no sewer hookup. No permanent septic hook-up at the sites as that is considered permanent and under EFU that is not allowed. There will be a septic tank with a dumping station.

* 1. **City of Albany Annexation Notifications t** Griffin

The City of Albany is going to the city council to annex land that is in the Tangent fire district. Albany thought it was in Albany rural. They are shifting EFU into high density residential. They have added hydrants.

Griffin looked at the loss tax revenue for Tangent. About 80 acres, $1200 per year.

There are 133 home sites with an assessed value of $350,000 (a low number) with our tax rate that’s about $118,000 a year. This is the lost revenue for Tangent.

We needed a seat at the table Chief contacted SDAO and was given a person to contact and was given an ORS number to review. This is legal for the city to do, and they do not have to give Tangent any notice.

* 1. **CPR Class Dates –** Griffin
     + - Available dates for the 2 hours class
       - Morning or afternoon – June 4 or 10
       - Midweek evening – July 24, 26, 31

Board will check their calendars and get back to the chief tomorrow.

* 1. Fire Extinguisher Trainer

Reached out to the vender. Lebanon Fire District has a propane version. We were able to demo this today. Griffin showed a video of the demo.

1. **NEW BUSINESS:**
2. **Office Administrator Hours –** Griffin

Conrad will go over her hours for this year.There is enoughin the budget to cover the extra cost. A discussion ensued of if this position to move to ¾ time as the department grows. An intern could possible be an answer to help with work. Chief will look over the job description.

1. **OSFMO** **Grants** – Griffin
   * + - 1. Fire Season Staffing

Received the $35,000 grant. Developing a schedule for training. C. Hunt sent a doodle to the new recruits. Thursday and Friday Weekends will be working 24 hours on weekends. July 1 for the start date.

* + - * 1. Fire Service Capacity

We did not receive this grant. The grant was looking for Fire agencies serving areas at higher risk of wildfire

1. **NW Natural Gas** – Chapin

$10,000 maybe get PPE

1. **GOOD OF THE ORDER:**
   1. **Regular Board Meeting June 14, 2023**
   2. **Volunteer Pancake Breakfast – June 24, 2023 -7:00 -10:00 a.m.**
   3. **Thank you from:**
      1. Millers
      2. M. Grill with a $100 donations
2. **RECESS OF MEETING:** Move into Executive Session

at8 :14

1. **EXECUTIVE SESSION: PER ORS 192.660(2)(I)-** To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee of staff member who does not request an open hearing.

**Return at 9:02**

1. **OPEN PUBLIC MEETING BUSINESS (if applicable):**

Dunn asked about the pay scale next step for the Chief. A discussion ensued and the following was action was taken.

**Action:** Meyer motioned to move to the Chief from step 1 to step 2 on the pay scale. Riley seconded the motion. Upon vote, it passed unanimously, (4-0).

1. **ADJOURNMENT:**

President Dunn adjourned the meeting at 9:04 p.m.

Minutes submitted by Denny Conrad.

Office Administrator

APPROVED BY:

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Paul Strombeck, Vice President - Board of Directors Date