

**Tangent Rural Fire District
Board of Directors Meeting
Minutes
April 12, 2023**

Board Members Present: John Dunn, Paul Strombeck, Chris Meyer, Bruce Riley, Scott Richards
Staff Present: FC Griffin, AC Vonasek; BC Chapin, OA Conrad
Volunteer Association: Dan Taylor – President, Chris Hunt
Citizens: None (P. Radke arrived approximately a half-hour into the meeting)

President Dunn called the meeting to order at 7:00 p.m.
No citizens connected by Zoom.

I. CITIZEN COMMENTS: None

II. APPROVAL OF:

Minutes – Board Meeting – March 8, 2023

Action: Riley moved to approve March 8, 2023 minutes as submitted. Strombeck seconded the motion. Upon vote, it passed unanimously, (5-0).

Minutes – Joint Board Meeting – March 20, 2023

Conrad informed the Board that Lebanon has approved the minutes at their Board meeting last night with one correction – Board Member Allen Foster was not in attendance. Minutes have been corrected.

Action: Richards moved to approve March 8, 2023 minutes with the correction as submitted. Strombeck seconded the motion. Upon vote, it passed unanimously, (5-0).

Financial Report – March 2023

Action: Meyer moved to approve the March 2023 financial report as submitted. Richards seconded the motion. Upon vote, it passed unanimously, (5-0).

III. STANDING REPORTS:

Volunteer Association – Taylor

Association Meeting last Tuesday. Volunteers voted in Eric Johnson as Secretary. Volunteer Association will purchase a CPR/AED program with instructor guide. Pancake Breakfast will be held June 24, 2023 - 7:00 to 10:00 a.m. Short on people and may need the boards help. Riley offered his help. Association voted to pay for the two belt buckles for two former chiefs, Casebolt and Stearns.

Fire Chief – Griffin

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

Emergency Calls:

Car fire on Hwy 34 near Goltra Road.
Lots of medicals.
Call numbers continue to increase.

Meetings/Classes:

Weekly staff meetings.
Monthly Officer's meetings.
Fire Defense Board.
Thursday and Saturday EMR classes.
Met with Brian Carroll, Linn County Parks Dept. (new business).

Correspondence:

City of Albany (new business).
Linn County Parks (new business).

Operations/Equipment:

Hydrant finish.
Crosslay pre-connect.
Bumper load.
Starting to draft operating guidelines, task performances and company evolutions. Working building framework from the district.
Visited both AFD and LFD to compare hose loads. Spoke with AFD regarding future drills.

Training:

Asst. Chief Vonasek:
 FF-1 Testing
 Apparatus Operator & Fire Officer
 Fry Road BTL
 Next recruit academy

Other:

OFCA Conference April 26-28. Chief is attending.
Volunteer numbers/interest continue to increase.

Chris Hunt is helping with the flow pattern and operation for the training. The drill was split between Vonasek and Hunt at last night's drill. We are appreciative of his experience and what he brings to the volunteer group.

At next Tuesday's drill we will have another opportunity to burn a car. Board is welcome to come watch our volunteers in action.

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 – Chris Mills from Fire, Rescue Equipment NW facilitated our Vehicle Technical Rescue class on March 25 & 26 in Corvallis. Everyone appeared to have enjoyed the training.

A final agreement with Miller Farms was signed for the house on Fry Road for Live Fire training. Possible burn date is now in the fall. Prior to the burn, we will be doing company level training 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.

Thank you to Chris Hunt. He is being very helpful in getting the schedule set up for the next recruits. We are encouraging the last group of recruits to assist to further their skills.

Regional – A lot of NWCG/Wildland training is available over the next few months

State – DPSST Spring Fire School, April 15th & 16th

OR-EMS – Newport EMS Conference March 30 – April 2, 2023

National – The National Fire Academy is accepting applications for next year's classes

HEALTH & SAFETY –

Safety Committee – Met in March for monthly Safety Committee meeting. The safety committee continues to move towards Next Safety Committee Mtg is April 4.

Safety / COVID - updates being reviewed

EQUIPMENT UPDATE –

Equipment – PPE sizing and update for those who need updated Bunker Gear or resized and inspected by NW Safety Clean.

Ice Machine – It is still not running yet. I discovered that there are two Mike's Appliance Repair. One is that name and the other is Premier Appliance Repair, owned by Mike. Mike from Mike's Appliance Repair will be coming out to check the machine, since I have the other Mike has not returned my calls. Meyer inquired regarding if electrical on the ice machine was repaired. Vonasek responded, yes. There is now an individual circuit for the machine.

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 April 13th at the fire station. There are still openings available. July blood drive has been scheduled.

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:

- 3 staff meetings
- 2 contractor meetings
- IMT new member orientation
- Monster security
- Undell Engineering

Fire Inspections- Completed one driveway inspection. Seven fire inspections were completed. Met with contractors for ongoing building code requirements. Selmet had a Fire Alarm inspection, they will be adding six more devices. Working with a general contractor on Tiger Light buildings. Issues with Ag exempt going to commercial use. Wedding venues is also becoming an issue. They must be reclassified as an assembly because of the number of people they can hold. Attending a meeting next week to discuss this issue more.

We will be hosting the National Fire Academy Fire Life Safety Plans Review class on April 24th through April 29th. Two solid instructors, 30 people.

Vehicle Maintenance- E-71 had front passenger windshield replaced. Durango had ABS light on, had Dodge look at it come to find out there was a recall part on that issue. T-73 has new front tires on, this completes tire rotations. All units comply with NFPA standards.

Pub Ed- Two homes in the Northlake creek ranch mobile home park reached out for us to test smoke alarms. We ended up replacing three alarms with those homes. Working on getting back into the schools for pub ed.

Building/Ground Maintenance- Rock has been placed around a section of front lawn for decoration and filled in the remainder of the back where new sidewalk was poured. Still working on getting our building up to code requirements.

Volunteers- We lost two volunteers due to work. On April 5th we have six scheduled interviews for new volunteers. Only five were available and have been excepted. This will give us 5 or 6 potential volunteers for an academy. Two of these are delaying until the fall.

Activity Report: (This information was unavailable at the Board Meeting)

Total YTD calls are 101 as of the end of February. With 26 calls this month, this is a 10-call increase from 2022, 37-call increase from 2021, 34-call increase from 2020 and 13-call decrease from last month.

IV. OLD BUSINESS:

1) Ice Machine – Vonasek

See Asst Chief report.

2) Oregon State Fire Marshall Engine Program Grant – Griffin

We did not receive this grant. There are other grant opportunities, i.e.: Summer Work Capacity Grant

3) Resolution 2023-04 -Board Stipends – Conrad

Conrad explained, this resolution was rewritten as per last month's Board meeting discussion to according to ORS 198.190.

Action: Strombeck moved to approve resolution 2023-04 – Board Stipends as submitted. Richards seconded the motion. Upon vote, it passed unanimously, (5-0).

4) Awards Banquet – Griffin

Nice night. Met with the staff and made a list of things for next years. Social hour will be an hour, mention all volunteers, thank caterers, etc.

There were 17 no shows or un-RSVPed at the last minute at \$35 a plate. Unfortunately, there is nothing we can do about that. Some were sick and we apicate them not attending.

Meyer ask as a Board, if there was a station that we need to send a thank you. Albany Station 12 covered Tangent that night. We provided pizza. Dispatch was also notified.

5) Chief's Six-month Evaluation Procedure – Conrad

Chief will complete a self-evaluation. Board would like the volunteers to be able to provide their input. By May 1 have all information to the Board.

6) Shared Prevention Position with Lebanon Fire District – PERS/FICA – Griffin

D. Ramirez is doing a good job. Foster at Lebanon has given good feedback.

Lebanon asked about Tangent paying FICA and having this position in Police and Fire with PERS. Griffin and Conrad worked hard on researching this issue.

Chief met with Chief Rodondi with a good discussion – IGA is clear this is a 50/50 cost split. Building a good relationship with Lebanon is important. Chief also met with Diego and explained the situation.

V. NEW BUSINESS:

1) Budget – Griffin

The budget message is ready. The budget is very healthy. Structured the budget same as last year. We will be applying for several grant this next year. We would like to purchase a new command truck. Our current one is needing to be replaced. Also, we have the addition of the new position and added a front office remodel, which has increased our expenses. Dunn inquired about the remodel to the front office. Griffin responded, open the front area, add workstations and removing the little hallway and add a storage cabinet.

3) City of Albany Annexation Notifications – Griffin

On Ellingson road, the City of Albany annexed a parcel of land. Griffin questioned the City of Albany as to why Tangent was not part of the conversation. A long email chain bounced around from person to person to find an answer. But now Tangent is part of the email loop. Griffin will research the loss of revenue form the annexation for Tangent.

4) Review of Policies 200, 202, 203, & 204 – Griffin

Policy 200 looks good as submitted. 203 is an Lexipol issued policy and if there are any updates to this policy Lexipol will notify us with the updates. Whereas, 204 is an agency only policy, which means this is something we wrote sometime is the past. It is not a Lexipol policy, so it will never capture any of the updates. Lexipol does not monitor agency only policies.

Riley suggested to combine 203 & 204, as both are very similar in content. Chief should be aware of any fundraising the volunteers are requesting.

Action: Riley moved to approve the review of Policies 200 and 202 as submitted. Meyer seconded the motion. Upon vote, it passed unanimously, (5-0).

GOOD OF THE ORDER:

- 1) American Red Cross Blood Drive – Thursday, April 13
- 2) Budget Committee Meeting - Monday, May 1, 2023 – 7:00 p.m.
- 3) Regular Board Meeting with Executive Session – May 10, 2023- 7:00 p.m.
- 4) Rooms are available for OFDDA Conference November – River Tide Suites

Dunn had the following information to share:

- Asked the staff think about the staff picnic or if we should do something different this year.
- Bill 728 – This Friday morning at 8:00 am in Salem, Chief is going with Dunn.
- There is another Bill that would give the Fire District to annex homes up to two acres within 6 miles from the district. Unprotected areas there are a few between Corvallis and Tangent; & Lebanon and Tangent.

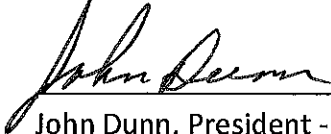
Griffin had the following information to share

- Chief Rodondi would like to expand the Joint Board Meeting to include Sweet Home.
- Chris Hunt has stats that he will share at another meeting. This will be good data for the new park going in on Seven Mile Lane.

President Dunn adjourned the meeting at 09:07 p.m.

Minutes submitted by Denny Conrad.
Office Administrator

APPROVED BY:



John Dunn, President - Board of Directors

5-10-2023

Date