

**Board of Directors  
Regular Board Meeting  
Minutes – February 12, 2020**

**Board Members Present:** Paul Strombeck, Scott Richards, Chris Meyer, Bruce Riley  
**Board Member Absent:** John Dunn  
**Staff Present:** AC Vonasek, BC Chapin, OA Duckworth  
**Others Present:** Volunteer Assn. V-P Dave Jakeman

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Vice-Chair Strombeck called the meeting to order at 7:00 p.m.

I. **CITIZEN COMMENTS:** None.

II. **APPROVAL OF:**

**Minutes – Regular Meeting, January 8, 2020**

**Action:** Meyer moved to approve the minutes of the January 8 meeting as presented. It was seconded by Richards and approved unanimously (4-0; Dunn was absent).

**Financial Report – January 2020**

**Action:** Riley moved to approve the January financial report as submitted; Meyer seconded the motion and it was approved unanimously (4-0; Dunn was absent).

III. **STANDING REPORTS:**

**Volunteers Association** – Jakeman reported that several Tangent volunteer firefighters stood in at the Albany stations while they held their annual awards banquet.

**Fire Chief's Report** – (The following is the Chief's written report as well as additional comments made at the Board meeting.)

- **Seismic Grant:** Work is in full swing. The North side of the station is being put back together and interior paint will happen prior to the board meeting. TFD, Ausland and McKenzie continue to meet every Thursday to discuss the project. I have been added to their Procore site which has progression of the project on it. We are now beginning the work on the office side of the station, Karen has been moved to the reception area, and there is a general disruption to our daily flow. This was expected but seems to have snuck up on us. Another main concern now is the well and having to cut around the natural gas line there. Currently, the contractors are trying to tie the front outside wall to the bay wall; the bays are essentially done.

The LED lights have arrived; and with a different proposed layout because of the exhaust system, there could be some extra wiring costs. They've also found added support (foundation footings) is needed in the wall between the kitchen and weight room. The contractors have been very respectful of any issues we have. Still dealing on the exterior paint job as to whether the grant will support the entire station being painted.

- **Medic 71:** Program is continuing at this time. I have met with Chief Rodondi from Lebanon FD to discuss his views on the program. AFD has yet to make a final decision/announcement on their future plans for the program as they are allowing their Union to influence decisions made. The consensus still is the program will move out of TFD station.
- **Linn County:** We are working on the illegal burn response throughout the county as a Fire Defense Board and hope to limit our exposure to neighborhood disputes. The group has created some bullet points to present to our boards/councils. The burn message has been changed to only indicate backyard burning and not mention Ag burning. Burn complaints are really a DEQ issue; however, we will definitely respond to an emergency burn issue. The public will be notified of the change in protocol through various media outlets.
- **California Conflagration:** All packets are through the OSFM audit and at OEM at this time. They will also audit them prior to forwarding them on to California. As they progress, the state will continue to update the Fire Chiefs. I am still hopeful we may see funds by May.
- **Surplus Vehicles:** I am working with John Deatherage at GovDeals to list the vehicles on their site. We should have these on their site prior to or just after the board meeting. We should get more exposure through GovDeals than the local OSU process and hopefully see a higher return. Riley suggested another option for listing is Property U.com, but the Chief said you have to strip the vehicles to list on their site. GovDeals charges 10% of the sale to collect funds, complete paperwork, and distribute funds. If we handle this ourselves, their fee is only 7 ½ %.
- **EF Recovery:** I am working with Jim Clark at EF Recovery to obtain the new mobile app for their billing process to install on the Duty Officer Phone. This will allow us to complete the EF Recovery process while on scene and reduce the lack of information needed and turn-around time for out-of-district billing.
- **Medical Director:** AGH has made a substantial change and will be changing all ER doctors at the end of July 2020. They have chosen to go with TeamHealth who will provide the doctors moving forward. Dr. McUne is our current medical director, as he is with many agencies in Linn/Benton Counties, so we will be looking for a new director. The transporting agencies within Linn and Benton Counties are meeting February 12 to begin these discussions, and I will be sitting in as a non-transport agency to assist in the process. A medical director provides oversight of our medical protocols, writes prescriptions, and assists with case reviews. There are several options for us to partner with other surrounding departments and districts for these services. More on this as it develops.
- **Corvallis FD:** I will be assisting Corvallis FD on the Battalion Chief process at the end of the month. They reached out looking for our involvement as a panel member for a 2-day process. I think it's great that they have involved us as we occasionally run calls with them. I also assisted Philomath FD on a Captain's promotion process the last week of January.
- **OFCA Conference:** The Chief asked which Board members would be interested in attending the Chief's conference at Eagle Crest April 28 – May 1. While all are interested at this time, each will get back the Chief with a solid answer.

- **Health Insurance Rates for 2020-21:** I attended a health insurance meeting at WHA last week; insurance rates predicted to increase 5% to 9% for next year's budget.
- **Upcoming Events:**
  - **February 2**           **Groundhog Day**
  - **February 14**       **Valentine's Day**
  - **February 17**       **Presidents' Day**
  - **February 25**       **OFDDA and SDIS training at Halsey FD (17:30 Dinner Starts)**
  - **March 7**           **TRFPD Awards Banquet**

**Asst. Chief/Training Officer's Report** – (The following is the A/C's written report as well as additional comments made at the Board meeting.)

- **Training:**
  - **TFD In-house Training:**
    - **Vehicle Extrication** – Multi-session, Winter of 2020
    - **DPSST** – DPSST will be bringing the following state training Props:
      - January 2020 – Instructor I, Tangent Rural Fire
      - April 2020 – Fire Service Instructor II, Tangent Fire District
    - **Portland Western Railroad** – Response to Diesel Locomotives. Jan. 2020.
  - **Regional:** Linn-Benton Fire Training Council.
    - As President of the Fire Training Council, I have been attending other regional meetings to share ideas and see how other local training associations operate their firefighter academies and facilitate regional training. We are looking at standardizing the training for Linn and Benton Counties.
    - Jan / March 2020 – NFPA Fire Instructor 1
    - March 2020 – Apparatus Operator
    - April 2020 – NFPA Fire Instructor II
    - April 2020 – Wildland Firefighter
  - **State:** Winter 2020 fire school (February) - all classes are full at this time.
  - **National Fire Academy:** Brice Walters will be attending the National Fire Academy in late February 2020.
  - **Emergency Medical Services:**
    - A few individuals have signed up for EMT class.
    - Also have begun the procurement process to purchase extrication equipment--expected purchase date May 1, 2020.
- **Tangent Fire District Website:** January 2020 saw just over 200 visitors to our website; 84% were domestic, 6% international, with the remainder bot and phishing sites.
- **Health and Safety** –
  - Beginning the review of our Respiratory Protection program and looking ahead in evaluating self-contained breathing apparatus, which needs to be replaced in the 21-22 fiscal year. I have begun reaching out to other departments (Albany FD, Lebanon FD) for their documentation about their SCBA selection process and findings. Our current self-contained breathing apparatus are getting older and experiencing more frequent and costly failures.

- Reviewing PPE decontamination protocols of neighboring departments, looking for a plan that would work for Tangent FD. Reviewing procedural ideas for how they may apply to us and will present them to Chief Wooldridge in the next month or two.
- **Safety Committee:** Safety Committee Meeting was held on February 5. Currently, they are challenged by the seismic work being done, i.e. station inspections and etc. Plan is to share any and all concerns with Chief Wooldridge, who will then hopefully be able to pass them on to the Ausland Group during their weekly meetings.

**Staff Battalion Chief's Report** – (The following is the Staff Battalion Chief's written report as well as additional comments made at the Board meeting.)

- **Fire Inspections-** Fire inspections continuing; currently working with OSFM on the SELMET fire from last fall. Still working with a couple of companies on getting them compliant since last year (lack of compliance is due to turnover rate).
- **Fire Prevention-** Some volunteers and I went to take-your-parent-to-PE-day at Tangent Elementary. Our volunteers stepped in and played different games with students whose parents couldn't make it. They have asked us to participate in March or April--date and times are TBD.

Thanks to Becki Vonasek and David Jakeman, 41 smoke detectors were installed in the month of January, and a total of 66 to date. Becki spent time putting flyer packets together and organizing a door-to-door campaign in the mobile home park with the volunteers. She also coordinated dates with volunteers and the occupants to get them installed. David used his handy skills to provide the installation and showed a couple of others how to install them. So, a big thanks to both.

- **Vehicle Maintenance-** We are putting battery tenders on T-71 and T-73 to help keep them from dying. Installed a new portable radio in E-71 for the Engineer.
- **Volunteer Recruits-** We have received two applications and are proceeding through the interview process currently.

**Activity Report** – a total of 23 calls for January--6 fewer than last year. We have had very little fire activity.

#### IV. **OLD BUSINESS:**

**PERS Transition Liability Paydown** – Tangent Fire's current PERS transition liability is about \$200,000. Either reducing this liability or paying it off completely would significantly reduce our overall monthly PERS rates. If we paid \$100,000 of the liability, we could save about \$15,000/year; if we paid it in full, we could save about \$30,000/year (the Chief distributed a table showing the savings). As this liability is currently amortized over an 18-yr. period at about 7% interest, we will continue to pay higher-than-average PERS rates for many years to come unless we start to reduce this liability. The Chief shared that the best use of taxpayer money would be to pay off this liability as soon as possible, and he asked for direction from the Board as to whether they concurred that this should be a priority for the next couple of budget cycles. Money for the paydown would come from: 1) reducing the dollars transferred into the Equipment Reserve for a couple of years; 2) using some cash carryover, which has been larger than expected for the last couple of years due to increased property tax receipts and penny-pinching other areas of the budget.

**Action:** No formal action, but after a short discussion, the Board definitely felt that paydown of this liability was the best use of taxpayer money as it results in several hundred thousand dollars in savings over an 18-yr. period of time. They so directed the Chief to move in this direction for the upcoming budget cycle but left the particulars of how this is accomplished to the Chief as he is the Budget Officer for the District.

V. **NEW BUSINESS:**

**Budget Officer Appointment** –

**Action:** Meyer moved to appoint Chief Larry Wooldridge as Tangent Rural Fire District Budget Officer for the FY 2020-21 budget. The motion was seconded by Richards and it passed 4-0 (Dunn was absent).

**Adoption of Budget Timeline** –

**Action:** Riley moved to approve the FY 2020-21 Budget Timeline as presented with the full Budget Committee meeting to be held on Wednesday, April 22, at 7:00 p.m. Meyer seconded the motion and it passed 4-0 (Dunn was absent).

**Budget Committee Vacancy** – There is one citizen position vacancy on the Budget Committee as former Budget Committee member Stan Lathrom did not wish to serve another term. Meyer thought he knew of someone in our District who might be interested, and he will contact her. All Budget Committee members who are beginning new terms for this budget cycle will be appointed at the March Board meeting.

VI. **GOOD OF THE ORDER:** None.

Vice-Chair Strombeck adjourned the meeting into Executive Session per ORS 192.660(2)(i) at 8:00 p.m. to continue the performance evaluation of the Chief.

Minutes submitted by Karen Duckworth  
Office Administrator

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APPROVED BY:



Paul Strombeck, Vice Chair of the Board

3-11-2020

Date