

**Tangent Rural Fire District
Board of Directors Meeting
Minutes
August 11, 2021**

Board Members Present: John Dunn, Scott Richards, Chris Meyer, Bruce Riley, Paul Strombeck
Staff Present: Chief Wooldridge, AC Vonasek, OA Conrad
Staff Absent: BC Chapin
Others Present: Volunteer Assn. President Walters, Linn County Sheriff's Captain Smith

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

I. APPROVAL OF:

Minutes – Regular Board Meeting – July 14, 2021

Action: Meyer moved to approve the minutes of July 14, 2021, as presented. Richards seconded the motion. Upon vote, it passed unanimously (5-0).

Financial Report – July 2021

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

II. STANDING REPORTS:

Volunteers Association – Assn. President Walters reported the pancake breakfast date had been set for October to coincided with Albany Fire Scavenger Hunt. Unfortunately, there is not the necessary support from the volunteers, and the breakfast should be cancelled. Also, about a quarter of the volunteers will be out of town that weekend; it is the start of hunting season. The pancake breakfast has been successful in the past. Walters is concerned if the pancakes breakfast does not happen two years in a row, which this will be, it will not happen again. Discussion was tabled and will be looked at it again in the spring.

An email was sent to volunteers for a summer barbecue Sunday, August 22 in the afternoon, but very few replied, although everyone seems to think it is a good idea. Walters will follow up with the volunteers next week.

Dunn asked Walters to thank the Volunteer Association for Karen's retirement signs. Karen loved it! She thought it was special and was touched by the thoughtfulness of the volunteers for their effort to do that for her.

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

- **COVID-19:** The county has seen an uptick in cases over the last few weeks. We are still taking the same precautions on calls that we have had in place. Our front door is open to the public again and at this point I foresee that continuing. There are mandates now with mandatory vaccination language

included. The ramifications of the weekly testing and/or \$500 a day per person fines for non-vaccinated personnel are cost prohibitive for stations.

- **Officer Training:** We will be starting a training process that will closely follow ‘Blue Card’, which is a means of running an incident from an IC perspective. This will gain some common terminology with some of our mutual aid partners and create a more uniform approach for a Tangent Fire IC perspective. Capt. Hunt and I have been going over information that he has prepared, and we hope to start rolling that out soon. This is a repeat as the officer meeting was cancelled due to conflagration response. We are still working to implement this.
- **Linn County Radio System:** The project is 99.9% certain, but it has not been stamped as an official project. Chief Rodondi has spoken with Jami Cate and she mentioned that we have likely not heard anything official due to some procedural steps still happening in the background. She has a high level of confidence that the project will be funded. Captain Smith of the Linn County Sheriff’s Office added some background information for the funding for this project and about the radio project itself.
- **Fire Season:** Fire season is here, and Tangent Fire has participated, in some fashion, in 4 conflagrations. Proud of the work done on fires and back here at the station. As of Monday, August 9 three people and an engine were deployed for the Middle Fork Complex conflag – Oakridge. They should return next week. This makes 5 conflagrations we have participated in thus far. I have submitted for reimbursement from the state that we have been sent the packets.
- **Staff:** We have officially made the transition and Denny is doing great. Audit is complete without any issues being brought forth.
- **Tender 73:** Tender 73 is still at the body shop awaiting parts and repairs. We still do not have a timeline on repair time due to part delays and COVID back-ups. This was truly a ‘no-fault’ accident with Halsey Fire.
- **Volunteers:** We, staff, have been working to find ways to bolster our volunteer response. We have been relying on a small group of out of district volunteers, and our fear has been they will burn out... that has begun. We are looking at how to increase our response from in district volunteers and one thought direction is to do away with ‘in’ and ‘out’ of district volunteers and require the same time commitment from ‘all’ volunteers. We are looking at getting some firefighters some additional training to get them more comfortable in the officer seat as we rarely get officer response, other than staff, for our apparatus. We need to be ready to provide emergency response service to our district patrons and readying our next group is the next logical step.
- **Chief Schedule:** I will be out Thursday, August 11 for Grand Jury. I spoke with the volunteers last night at drill suggesting after returning from a major event they should write a few notes. There is a high probability of getting subpoenaed and they will have notes to look back on. Generally, there is a one- or two-year after the event it goes to a grand jury.
Dry lightning is expected later this week in south western Oregon. The Blue team is up for the next conflag fire and I am expecting we will be deployed soon.

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

- **FIRE & EMS TRAINING** –
 - **In-House** – Looking at restructuring how new firefighters are brought up through the different topics. It has been viewed that new members lose some of their competency by quickly jumping into another training topic before mastering their skills as a firefighter.
 - **Regional** –
 - **State** – No-Report
 - **OR-EMS – No-Report**
 - **National** – The National Fire Academy has opened for applications for classes this Fall.
- **HEALTH & SAFETY** –
 - **Safety Committee** – The Safety Committee holds a regular monthly meeting, and minutes are posted.
 - **Policies – NEW OR-OSHA Temp. Rule – Heat Illness Prevention:** This came into play following heat wave in June in which the PDX airport hit 116 deg. on June 28. Temp. Rule in place with training by August 1. Our intro to Heat Illness Prevention was held July 20.
 - Updating new COVID procedures, Respiratory Protection and District specific policies
 - **Respiratory Protection** - SCBAs received the annual flow-test in June.
 - **SCBA Update** – Looking for grant writers, currently looking at two. One from SDAO and the other from Lexipol both understand the timeline and will not have to be rushed to get information for the grant compiled together.
- **EQUIPMENT UPDATE** –
 - **Equipment** – Bunker Gear – New turnouts have been ordered for a few people. Due to COVID structural fire PPE that has been ordered is expected for delivery around October
- **COMMUNITY OUTREACH** –
 - **Tangent Fire District Website** – Is holding its own very well.
 - **Tangent Community Blood Drive** – Next Red Cross Blood Drive is October 14. Four Red Cross Blood Drives will be scheduled for 2022.

Staff Battalion Chief's Report – (The following is the Staff Battalion Chief's written report in his absence.)

- **Fire Inspections-** I have been working with Grace Bible Church on occupant loads for an upcoming event for the fall. DSFM Jones and I meet with the City of Tangent to try to close any loops on business for inspections and occupancy. This is to help identify any business that may have fallen through the cracks.
- **Pre-Plans-** We are in the process of switching to Flow MSP for pre-fire plans. This may take the place of Active 911 as well.
- **Fire Prevention/ED-** We had an engine crew pick up a bride at Goltra RD and HWY 34 and dropped her off at O&L Gardens off Tangent DR.
- **Vehicle Maintenance-** E-73 had new brakes, routers, slack adjusters, and new brake seals. E-71 received the cradle point, which is hard wired and has an antenna for our MDT. We will be evaluating how well this works and possibly move that direction for the other units.
- **Building Maintenance-** We had Aqua Pro reset the float on the tank.

- **Volunteers-** We have two applications for volunteers currently. I will be processing them around the 16th of August. I asked Chris Kinkade to help make a volunteer recruitment video. Chris and Angelo worked on the video and did a great job.
Becki Vonasek, Jacob Mowery, Lane Giboney, Cameron Rau, and Steve Sonne are no longer with the department. Lane and Cameron were new and had not started responding yet.
Out-of-district volunteers' hours are on the next page.
- **Resident Students Volunteers-** We are heading in a new direction with the RV's and will be working on Firefighter 2 trainings, some strategies and tactics trainings. For now, they are still polishing up their firefighter 1 skills. The RV's currently drill approximately 3 hours each Friday with Chris and me.
- **Wildland-** I was on the Jack Fire and Grandview fire and was gone for 10 days.

Activity Report – Total call were 205 for the month of July, up 35 from 2020. The MVAs numbers are increasing and weekend calls are also up. Riley asks we include 2019 activity report numbers since 2020 were low due to COVID. Although in 2019, CAD system was added and there were many false calls and because of the overlap of the district many calls were canceled. The 2019 activity report numbers will be added to the Activity Report for next month's Board Meeting.

III. **OLD BUSINESS:**

Volunteer Hours and Participation: (Refer to Chief Wooldridge reports – Volunteers)

Trying to find ways to get more volunteer participation. There is a discrepancy between volunteer "in district" and "out of district" responses. Out of district volunteers are required to be at the station 24 hours a month. These few volunteers are responding to many of the calls. One thought is to not have "in district" and "out of district" volunteers; make the same requirements, rules, and expectations for everyone. Some of the out of district volunteers have responded to over half of the calls; while in district volunteers, very few have responded to a quarter of the calls. This year out of the 204 calls: 109 calls, over 50% were between 5pm and 6am – 64 calls, over 25% were on a weekend. Our students are over 65% in responding to calls, which is expected from them. It would be great to see the numbers of all our volunteers responding to 25% of the calls. There is one in district volunteer that has responded to over 60% of the calls. Burn out is a concern. The students will be starting the paramedic program in the fall; all three students will have the same classes and consequently not be available at the same time. This will significantly impact the department. Chief Wooldridge and BC Chapin will be talking with the volunteers: Why are they not responding to calls? What would get them to respond? How do they feel about making the requirements the same for "in district" and "out of district" volunteers? The Boards' concerns: How can Tangent Fire improve? How can Tangent Fire get the family atmosphere back at the station? We are all in this together and our success relies on all of us trying to come up with a solution. As the TRFPD Board our responsibility is to our patrons, taxpayers, and volunteers to make sure we are spending the money correctly, getting the tools needed to do the job and provide all the equipment, and giving our support. It will not do our taxpayers any good if we cannot respond to calls because we do not have enough people. This is not just an TRFPD issue, other districts are also having issue with volunteers' activities.

IV. **NEW BUSINESS:**

Consideration of Resolution No.2021-08 (Accept 2021 AFG Grant) – TRFPD applied for a FY 2021 Assistance to Firefighters Grant for the purpose of purchasing 18 Halx NFPA Dual Rated Wildland Boots. Our application was approved for grant with the maximum award for \$3,051 with TRFPD providing the additional \$3,051 in matching funds for the total project cost of \$6,102.

Action: Riley moved to approve Resolution No. 2021-08 accepting the 2021 AFG Grant for the purpose of purchasing 18 Halx NFPA Dual Rated Wildland Boots. The motion was seconded by Strombeck and it was passed unanimously (5-0).

Primary Contact Change Request for QB/Intuit Account: Quickbooks Premier, our financial software, is requiring us to update our contact information. It came to our attention, the contact was still a past Fire Chief and not our current chief, Fire Chief Wooldridge. Quickbooks Premier is requiring Board minutes with the designation of the new primary contact.

Action: Meyer moved that the Tangent Rural Fire Protection District, Intuit Customer #28158681, change our Intuit primary contact from Scott Casebolt to Fire Chief Larry Wooldridge as of August 11, 2021. The motion was seconded by Richards. Upon vote, it passed unanimously (5-0).

Flagpole Discussion: Dunn opened a discussion, which was tabled last year due to other financial obligations, the idea of a new flagpole with room for two flags. Donations have been given for this project. A memorial flagpole with a sign with Tangent RFPD 71. Chief will follow up, getting ideas and quotes for the project.

Use of Station as Potential Cooling Center: With the rising temperatures and the elderly community possibly not having air-conditioning, a Cooling Center would be a nice community service. The station would not be able to provide it this year because of logistics, but in the future with planning this could be a great benefit for our community.

Captain Micha Smith of Support Services Division at the Linn County Sheriff's Office: Captain Smith described his role with the Linn County Sheriff's Office, and his connection to TRFPD. He is responsible for many departments, the two that Tangent Fire has most common contact with is IT and Dispatch. He also helped with Tangent Fire in acquiring the cradle point. He has been working with Tangent Fire since 2014. With the new CAD RMS software, the area covered is now Linn and Benton Counties, all police and fire agencies, jail, parole and probation except for Lebanon and Sweet Home police. This covers 275,000 citizens. Costs are being kept down because of the sharing this resource. Chief Woodridge had requested data for number of evening and weekend calls; Captain Smith was able to build this on the dashboard and now other Fire Chiefs also have this information available to them. He reaffirmed the commitment to Tangent Fire as a partner. He shared; they are constantly looking at ways to keep contract costs down for all the fire districts. He is a steward of the tax dollar. He will be keeping the chief informed regarding the Linn County Radio System. A new page on the sheriff's website for Linn County Live Fire Map which shows current fires and evacuation zones. This does include a fire map of the whole state, but this site was developed from the feedback of Linn County citizens and the information they wanted.

GOOD OF THE ORDER:

- Address Markers: (Not on agenda) This is a nice service for the community. Could a “sticker” be added to the markers to identify Tangent Fire provided these for the community?
- Next Regular Board Mtg. – September 8, 2021 – 7:00 p.m.


Chair Dunn adjourned the meeting at 9:54 p.m.

Minutes submitted by Denny Conrad.
Office Administrator

APPROVED BY:



John Dunn, Chair of the Board



Date