

**Tangent Rural Fire District  
Board of Directors Meeting  
Minutes  
February 10, 2021**

**Board Members Present:** John Dunn, Paul Strombeck, Chris Meyer, Scott Richards  
**Board Member Absent:** Bruce Riley  
**Staff Present:** Chief Wooldridge, AC Vonasek, BC Chapin, OA Duckworth  
**Other Regulars Absent:** Assn. President Walters

---

Chair Dunn called the meeting to order at 6:55 p.m.

**I. APPROVAL OF:**

**Minutes – Regular Meeting, January 13, 2021**

**Action:** Strombeck moved to approve the minutes of January 13 as presented. Richards seconded the motion and it passed 3-0 (Riley was absent and Meyer arrived too late for the vote).

**Financial Report – January 2021**

**Action:** Richards moved to approve the January financial report as submitted; Strombeck seconded the motion and it passed 3-0 (Riley was absent and Meyer arrived too late for the vote).

**II. STANDING REPORTS:**

**Volunteers Association** – The Chief reported in Assn. President Walters' absence. He stated that the Assn. is willing to partner with the District to purchase new AEDs.

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

- **COVID-19:** We are continuing our current status, as advised by SDAO, and having distance drilling as we can. We are hoping to be back at full drilling (everyone attending together) in March. We will also continue to be COVID tested the first Tuesday of each month through the month of March. At this time, we have received our first vaccination and should have our second by the board meeting. I have applied for the FEMA reimbursement and am working with our specific agent. She is working hard to get everything through, and she is hoping that this will be 100% reimbursement as opposed to the standard 75%. And just recently, we learned there may be more CARE monies available for COVID expenses; if so, we will apply for that vs. FEMA as the reimbursement time is quicker and 100%.

- **Well and Station Water Tank:** Well is complete, filling our water tank and the hydrants are pressurized. We have a cover almost completed and will have it installed over the well. We have some concrete blocks to protect the well from someone driving into it also.
- **Budget 2021:** As Karen has started inputting numbers, we are looking very good over the next 18 months and should be sitting very well starting fiscal year 2022. We are starting to look at bigger projects over the next fiscal year and possibly for the end of this fiscal year. The Board asked when T-72 will go on the market, and the Chief said it would be March; he's waiting until the season to need a tender draws closer.
- **Illegal Burns:** We, as a county, are moving forward with moving illegal burns back to DEQ. We have an educational presentation that is being finalized and will be available for our website and Facebook page.
- **Weekend Duty Officer:** Staff will continue to monitor the weekend duty officer coverage and fill in where needed. Lt. Walters has stepped up and covered a few days already, giving some breathing room to staff.
- **Response Times:** As opportunities arise that allow us to get people in the right position, we are beginning to address our response times to calls. We will concentrate on qualified staffing of apparatus and delivering service to our district patrons. I am sharing my desires and expectations with the volunteers as we continue to move forward. Recently, because of some new certifications and training, we are able to respond to medical calls within 3-5 minutes.
- **Upcoming Events:**
  - February 2            Groundhog's Day
  - February 14         Valentine's Day
  - February 15         President's Day

-----

At this point in the meeting, AC Vonasek and BC Chapin left the meeting to respond to an incident call.

-----

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

- **FIRE & EMS TRAINING** –
  - **In-House** – COVID Extreme Risk restrictions have had us training with minimum gatherings. We're working with groups of 10 plus instructor(s)—a maximum of 12-persons. However, as of this Friday, Linn County is removed from the "extreme risk" COVID category. This means that we will continue with split-shift drills through February and then be back to normal in March (with everyone training together).
    - Dallas Fire will be coming in this Saturday to use our burn box for training.
    - We may participate in a Lebanon Fire burn-to-learn in March.
    - Last Saturday, several of our volunteers and staff had a training on rescue airbags.
  - **Regional** – The State has not offered much training throughout the State and the valley through the COVID restrictions. Some agencies are in great need of firefighters and are pushing the limits. A few individual academies are occurring here and there.

- **State** – Typically, the State offers a lot of training this time of year. Webinars have replaced a lot of annual training events and conferences. There is a stronger focus during COVID on EMS training as our EMTs and EMT-Is recertify this May. Folks tend to wait last minute to get their training caught up, but I feel confident everyone will get their CE hours in on time. (Update: I updated the current EMS training hours for January, Department as a whole is at 74% with four months to go)
  - A state task committee, comprised of the OR Health Authority, State Fire Marshal’s Office, and other state agencies, has established criteria for in-state fire training, including operations in the fire service and the State. One area the task committee addressed was the recommendation to the number of people allowed during training. The number is dependent on the agency’s needs. We have chosen to keep our groups to six or less, including the lead instructor.
- **National** – The National Fire Academy has been offering a limited schedule of classes so far. I hope to attend the academy again this year, and Brice Walters had to cancel last year. The next application period starts April 15, 2021, with courses starting October 2021.
- **HEALTH & SAFETY** –
  - **Safety Committee** – New monthly meeting schedule for the Safety Committee. They are to meet at 6:30 PM on the first Tuesday of each month, just before the drill. I have asked the Safety Committee to establish some safety goals for 2021 to give them some focus.
  - **Policies** – OR-OSHA Temporary Rule on COVID-19 has been presented through Target Solutions with 92% completion among the volunteers and staff.
    - Policies related to COVID-19 and its training are available to members through Target Solutions. I have placed A COVID-19 Quick Guide online, and anyone who has a question about COVID-19 in the absence of staff now has a quick reference point to check.
    - PPE – I will be amending the Tangent FPD, PPE Policy to reflect the term of service for our firefighter structural personal protective gear out two additional years for a total of 12 years. Current NFPA 1851 standard places the lifespan of firefighter bunker gear at 10 years. I have spoken with the Chief, and due to TFD’s low call volume and garment exposure to high toxicity levels from by-products of combustion, this will not put our people at risk. We will also be using Safety Clean Northwest in Milwaukie, OR, to do all of the structural PPE repairs, as they are NFPA 1851 certified for inspecting, modifying, and repairing. We will continue with inspecting all our PPE 2x annually.
  - **SCBAs** - I have begun gathering information for purchasing new SCBAs. Although this is a year or so out yet, I want to get the Assistance to Firefighters Grant submitted and then have another opportunity should we not be able to get it this time around. As it stands, we are in good shape as we meet several areas of criteria for the AFG; (two NFPA revisions and current SCBAs are over 10-years old). Current SCBAs are showing their age. They are still functional, and our current vendor can repair them (and some SCBA components are still under warranty). But we do find that they are failing more often. This grant will be in the neighborhood of \$200,000 to \$250,000.
- **COMMUNITY OUTREACH** –
  - **Tangent Fire District Website** – Our website continues to stay active with visitors. But there was an overall drop in website access starting this year in Jan.

**Staff Battalion Chief's Report** – (The following is the Staff Battalion Chief's written report—given by the Chief in Chapin's absence--as well as additional comments made at the meeting.)

- **Fire Inspections-** Met with Tangent Industrial Park on sprinkler system. They will be meeting with their sprinkler company and coming up with a plan for approval through us. I completed a walk-through of the Puro Clean building. We have put in place two jersey barriers to protect our new pump house.
- **Pre-Plans-** Incident view was bought out by Active 911, and it will take some transition time to make the switchover. Since the swap over, I have been able to start doing fire pre-plans, and I've entered 5 of 9 buildings in for Nutrien AG.
- **Fire Prevention-** I have joined a Youth Fire Network comprised of different departments in Linn County and the State Fire Marshal's Office. This is a group that is discussing what resources are available at the county and state level for youths. I also completed a class on Effective Practices for interviewing youth. I attended a Burn Complaint Committee meeting; the committee will be moving forward with the new educational materials to present to the Linn County Fire Defense Board.
- **Vehicle Maintenance-** E-71 is back in service after its bumper repair and paint job. E-73 will be going to the shop to remove the heavy scratch received during one of the conflags last fall. Chair Dunn asked if staff is still considering replacing T-71 and T-73; the Chief said not at this time as they are running well for us. We bought some battery tenders to help hold charges.
- **Volunteers-** Justin and Parker are building a Ladder bail-out prop. Eric is in the process of building a pump house for the new well pump.
  - Kailey Sousa has resigned as a volunteer.
- **Out-of-district volunteer hours** are in the full agenda packet. Chris Kinkade has put in a tremendous number of hours—kudos to him!
- **Resident Student Volunteers-** The RVs completed training in equipment maintenance, ladders, hydrants, fire extinguishers, and ropes and knots. They completed a total of nine hours in these categories. I worked with Parker and Knightin on EMS skills for their EMT class.
  - Aedan has moved back to doing part-time RV status; he paid back \$500 to the district for tuition. In fact, he will be moving out of the SRV program the end of March (winter term), and Angelo Nicosia will be picking up his A shift.

**Activity Report** – 21 calls for January 2021.

**OLD BUSINESS:**

**Affirmation Vote to Approve Emergency Distribution of LOSAP funds to Volunteer Loel Trulove** – Volunteer Trulove had requested approval by the Board to withdraw some of his LOSAP funds (which is managed by OFDDA) to help pay medical bills for his emergency surgery. In keeping with OFDDA policies, funds can be distributed for medical reasons if the Board of Directors of the volunteer's district approves such a request and minutes of the meeting recording the approval are forwarded to the OFDDA Board for their subsequent approval. As the Tangent Fire board was not going to meet in a regular meeting for several weeks after the time of the request, our Board was told by OFDDA they could take a telephone or e-mail

vote and then affirm that vote later at their next regular meeting. Such an e-mail vote was held on January 22-23, 2021 with all five directors voting in favor of the request. As that informal vote must be affirmed at a regular Board meeting, the following action was taken on February 10, 2021:

**Action:** Meyer moved to affirm the previous e-mail vote on January 22-23 of the Tangent Fire District Board of Directors to allow volunteer Loel Trulove to take an emergency distribution from his LOSAP account to help pay medical bills for his upcoming surgery. The motion was seconded by Richards and it passed 4-0 with Directors Dunn, Strombeck, Richards, and Meyer voting in the affirmative (Director Riley was absent from the meeting).

**Update on Office Administrator Position** – Duckworth reported that she has put together all the testing pieces for this upcoming position opening and that it is planned to advertise for the vacancy during the month of March.

**Report on Potential VEBA/MERP Staff Benefits** – There was no report at this time as the meeting with staff and our insurance agent to learn more about these potential benefits had to be canceled due to illness. More at the March Board meeting.

**NEW BUSINESS:**

**Consideration of Resolution No. 2021-02 (Recognizing and Appropriating Unanticipated Conflagration Funds)** – The District recently received a check in the amount of \$13,057.54 from the Oregon State Police for services we rendered during the Mosier Creek Fire last August. This resolution recognizes the unanticipated revenue and appropriates it accordingly.

**Action:** Meyer moved to approve Resolution No. 2021-02 as submitted, recognizing and appropriating the unanticipated revenue as follows:

<b><u>Fund</u></b>	<b><u>Revenue Account</u></b>	<b><u>Amount</u></b>
General Fund	1012 State Conflagration Income	\$13,057.54

<b><u>Fund</u></b>	<b><u>Appropriation</u></b>	<b><u>Amount</u></b>
General Fund	2050 State Conflagration Wages	\$13,057.54

The motion was seconded by Richards and it passed 4-0 (Riley was absent).

**Consideration of Disbursing Remaining Payments for Earned Conflag Wages** – Chief Wooldridge and BC Chapin both participated in Oregon and California conflags this past summer/fall. To date, they have received one-half of wages earned from those conflags (approved by the Board on October 14, 2020. In the Board’s motion authorizing the first payment, it was stated that “payment of the remainder of their overtime conflag hours would be decided at a later date after property taxes are received in November, final expenses on the new well are known, and whether some of the conflag reimbursement money has been received.”

As of today's date, property taxes are coming in better than expected, the well has been completed and totally paid for, we have received our first conflag reimbursement check from the State of Oregon, and our current fiscal year's budget is quite healthy. Therefore, the Chief asked the Board to consider payment of the remaining conflag wages owed to Wooldridge and Chapin for their work during August and September 2020.

**Action:** Strombeck moved to approve immediate payment of the remaining conflag wages owed to Wooldridge and Chapin from their conflag work in August/September 2020. Meyer seconded the motion and it passed 4-0 (Riley was absent).

**Renewal of Audit Contract** – The District's current 5-yr. audit contract with Accuity, LLC, will expire on June 30, 2021. The Board and staff are very pleased with the work they have performed for the District over many years and their continued willingness to answer financial questions throughout the year without extra charges. In order to better plan the 2021-22 FY budget, staff asked Accuity for another proposed 5-yr. audit contract that would carry us through the audit of June 30, 2026. The new proposed contract is for \$6,500/yr. for each of the five years; this is a \$500/yr. increase over our current contract, but this is the first increase in their fees for the last nine years.

**Action:** Meyer moved to approve the new proposed audit contract with Accuity, LLC, for the years ending June 30, 2022, 2023, 2024, 2025, and 2026. The motion was seconded by Richards and it passed 4-0 (Riley was absent).

**Board of Directors – Open Positions for May 18, 2021, Election** – The following 4-year Tangent Rural Fire District Board positions (to run July 1, 2021 through June 30, 2025) are open. Interested persons must file in person @ the County Clerk's Office, Rm. 205, Linn County Courthouse. Filing Dates: February 6 – March 18, 2021 - \$10 fee.

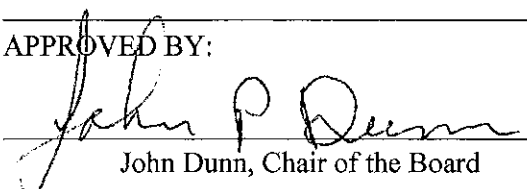
Position No. 3 – (currently held by Scott Richards).  
Position No. 4 – (currently held by Chris Meyer)  
Position No. 5 – (currently held by John Dunn)

**GOOD OF THE ORDER:** None.

Chair Dunn adjourned the meeting at 7:33 p.m.

Minutes submitted by Karen Duckworth  
Office Administrator

APPROVED BY:

  
John Dunn, Chair of the Board

  
Date