

**Tangent Rural Fire District
Board of Directors Meeting
Minutes
October 12, 2022**

Board Members Present: John Dunn, Bruce Riley, Paul Strombeck, Scott Richards, Chris Meyer
Staff Present: AC Vonasek BC Chapin, OA Conrad
Volunteer Association: Brice Walters
Citizens: None present
Staff Absent: IFC Stearns

Vice President Strombeck called the meeting to order at 7:07 p.m.
No citizens connected by phone.

I. CITIZEN COMMENTS:

II. APPROVAL OF:

Minutes – Regular Board Meeting – September 14, 2022

Action: Riley moved to approve the August 10, 2022 minutes as submitted. Richards seconded the motion. Upon vote, it passed unanimously, (5-0).

Financial Report – September 2022

Action: Meyer moved to approve the September 2022 financial report as submitted. Strombeck seconded the motion. Upon vote, it passed unanimously, (5-0).

III. STANDING REPORTS:

Volunteer Association –Walters

The Volunteer Association met last week.

Volunteer Elections for the board of three: Five were nominated and only one were interested in running for the board position. No election was held. (At last night’s drill two other people are willing to be an officer - President, Vice President, and Secretary. Elections President Walters’ term ends December 2022. The Board thanked Walters for his leadership as Present for the Volunteer Association for the last 6 years.

Walters explained that the Volunteer Association may not look the same over the next few years because of the number of volunteer and participation. They want to do a good job for the district and for the board but may not be able to hold a pancake breakfast, unless there was a significant amount of outside help. There is not interest within the volunteers to hold a big event. There are opportunities in the community

that are not as labor intensive as planning a full breakfast to feed 300 people. There is great support from the community with donations. Discussion of other ideas as to what the association could do for an event. Used the new smoker and it worked great. This is going to be a great asset to the association.

Interim Fire Chief – Stearns (not present)

No report.

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 – Low volunteer numbers showing up for training. District training to shift down the path of minimum apparatus staffing for incident response.

We will be conducting our own FF I academy this winter, we hope to get 5 persons through the program. I recently attended an Nat. Fire Acad. outreach class in Hillsboro, the class was Health and Safety Manager training. Good class, a lot of good, updated material was presented.

Regional – Training is beginning to pick up in the area as the wildfire season winds down. All Departments are experiencing challenges with bring in new volunteers.

State – Statewide training is slowly becoming available in the different regions.

OR-EMS – No Report

National – No Report

HEALTH & SAFETY –

Safety Committee – Will meet in October

SCBA Grant Update – Currently still waiting for announcement. Several Oregon Fire agencies have already received notified for grants as of September 30th.

EQUIPMENT UPDATE –

Equipment – New SCBA tanks have been ordered to replace aging tanks that have reached their lifespan for composite, high-pressure tanks.

OTHER BUSINESS –

Insurance Services Organization Audit – Waiting for results

DEQ UST tank removal from Nov. 18, 1992 – A file with Or DEQ is still open and awaiting completion of soil sampling to close the file. See attached report & Summary:

COMMUNITY OUTREACH –

Tangent Fire District Website – No Report, still active

Tangent Community Blood Drive & Food Drive – Next Blood Drive is set for October 20th. at the fire station.

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

Meetings Attended:

- 2 staff meetings
- Two school drop offs (coloring contest)
- Two volunteer interviews
- LEPC Meeting
- OLST Meeting
- Two volunteer meetings
- Two meetings with Lebanon Fire

Fire Inspections- Several fire inspections/reinspection's were completed. Working on pre-applications for Sheet Metals Solutions. Working with Kevin Konzelman on his new home going in off N. Lake CR Dr. Worked on a fire inspection fee schedule, fire code appeals process.

Pub ED- Diego is working with the school to get the school lunches going again, and to schedule fire prevention education for all grades. We participated in the Albany 911 ceremony. Currently working on getting an Engine crew together for the Veterans Parade in November.

Pre-Plans- Working with Albany on interoperability pre-plans. Still working with DPSST on the Fire & Life Safety Plans review class through NFA.

Building/Ground Maintenance- Warren building has been pressured washed. The back kitchen door has been replaced with an approved fire door. Generator radiator is still a couple weeks out before it is fixed. All student dorm rooms are now completed with a fresh coat of paint.

Volunteers- Interviewed two new volunteers. They are in various stages of background checks and U/A and physicals. We have lost two more volunteers. Worked on the RV policy.

We are in the process of bringing three volunteers on. One is in the background phase, one is in the UA/Physical stage, and the other is getting the last of the paperwork needed.

Lost 2 of Volunteers: One was hired at Sheridan Fire; the other was hire at Salem Fire.

Five potential volunteers would have been 6 but one had to back out because of getting a second job. It does take about six months before these volunteers are ready to participate on calls. There are 18 names on the volunteer roster, but not are all able to respond for an interior fire. Other department and districts are having the same issue.

In discussion with Albany Fire for preference points for Tangent RV and Volunteers to be hired on there.

Sweatshirts - I worked with No DINX of shirt orders and getting the designs right. I am continuing to work with them to find a suitable sweatshirt.

Seasonal Hires – When Chief Stearns returns will look at the numbers to calculate if we need to layoff two of the seasonal hires to keep with the amount received from the grant.

Grants – Oregon has a program like the Federal FEMA SAFER Grant but a matching grant: 10% first year, 25% second year, 50% third year. When Chief Stearns returns will look at the numbers for the grant application.

New Fire Chief – Physical and psychic evaluation has been scheduled for the end of the month first of November. Board asked if the physical appoint could be moved up using another facility. Chapin will check onto this.

Class Canceled - NFA has cancelled the Fire Life Safety class again and recommended we put in for it the third time. It is an instructor issue. Will give them a few dates for us to host the class.

Report: Total YTD calls are 321 as of the month of September. This is a 24-call increase from 2021, 86 increase from 2020, increase 50 from 2019 and up 6 calls from last month. September already has 31 calls.

IV. OLD BUSINESS:

A. **Generator Repair** – Chapin

The company outreached to another business to build a radiator, but it was too big for the space. They have taken it back to remake it.

B. **Hiring of Fire Chief:** Pre-scheduled Vacation January 22-28, 2023, approval – John Dunn

Chris Griffin has a vacation scheduled in January and wanted the board to approve taking the extra 40 hours of flextime given to him in his contract.

After discussion, the board had no problem with him using the flextime for the pre-planned vacation.

V. **NEW BUSINESS:**

A. **Review and approval of Policy 1102 - Resident Volunteer** – Chapin

Mirrored this off the Student Resident Volunteer Policy and other agencies policy.

Discussion ensued with ending with recondition of removing the disciplinary parts (verbal for the first, written for the second) that are a procedure rather than policy.

Action: Riley moved to accept based on those revisions recommended Policy 1102 with the revisions. Meyer second the motion. Upon vote, it passed unanimously, (5-0).

B. **Surplus Radios** – Chapin

We have some outdated radios, that when checked with Complete Wireless have no real value; \$5. Each radio must be cleared of all information and the cost would be \$35 to \$40 each. The batteries are specific to the radio and have no value. Chapin's suggestion would be to destroy the radios and take the batteries to a recycling center.

With further discussion the following action took place.

Action: Motion: Meyer motioned to put these radios into surplus, destroy by putting a drill bit through the radio and recycle the batteries properly. Riley second the motion. Upon vote, it passed unanimously, (5-0).

C. **Fire & Safety Services Fee Schedule** – Chapin (Discussion Only)

The board was provided with the suggested fees. This will be revisited next month when Chief Stearns has returned. This is something the Fire Marshall has directed Tangent to have in place. This policy will be enforced by BC Chapin or personal that holds the position.

D. **DEQ Open File "Additional Work Required for Petroleum Leak" - Fuel Tank Removal November 1992** – Vonasek (Discussion Only)

The 750-gallon gasoline fuel tank was removed in November 1992. The contractor was hired to remove the tank was falsifying records. We received this letter and now must get a soil and water sample. The recourse could be the Board retains an attorney to investigate this open file from DEQ. After a discussion the board suggested to get quotes from a few companies to get the costs. Cary suggested to ask David Neal to write a letter of recollection of the event. One issue is that DEQ says it was a diesel tank; it was actually a gas fuel tank. There are a few ways to provide proof of this fact.

E. Juneteenth – State Holiday – Approval of addition to Policy 1010 – Retro compensation discussion – Acting Interim Fire Chief Chapin

This is a Federal and State holiday. It is the date of the last Afro-American freed from slavery. After discussion:

Action: Riley moved revised the Policy 1010 to include Juneteenth as a paid holiday and with a start date of January 1, 2022. Richards second the motion. Upon vote, it passed unanimously, (5-0).

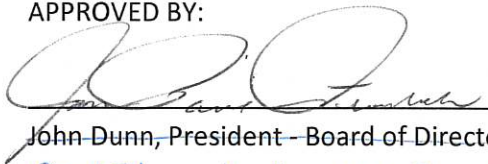
GOOD OF THE ORDER:

- A. Possible Swearing-In of Chief Griffin – November 1, 2022 at 6:30 p.m.
- B. OFDDA – 2022 Oregon Fire Service Conference – November 2-5, 2022
- C. Board Meeting – November 9, 2022 – 7:00 p.m.
- D. Holiday Dinner – Tuesday, December 13, 2022 – 6:00 p.m.

President Dunn adjourned the meeting at 8:30 p.m.

Minutes submitted by Denny Conrad.
Office Administrator

APPROVED BY:



John Dunn, President – Board of Directors –

Date

11-9-22

Paul Strombeck – Vice President Board of Directors
(John Dunn was absent from Board Meeting on 09 NOV 2022)
PC