

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS MEETING

MARCH 18, 2021

- 1. Call to Order.** The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Grady at 5:47 p.m. on Thursday, March 18, 2021. Mr. Grady explained the procedure to be followed for any public comments or questions during the broadcast of the meeting.
- 2. Pledge of Allegiance.** Mr. Grady led those present in the Pledge of Allegiance.
- 3. Roll Call.** Directors present were Reda Eckerman, Tim Grady, Peter Carlich, Dave Brooks, and Kevin Battles. A quorum was present.
- 4. Approval of Minutes.** It was moved by Mr. Brooks, seconded by Mr. Battles, to approve the minutes of the regular meeting of the Board of Directors on February 18, 2021; motion carried. It was moved by Mrs. Eckerman, seconded by Mr. Carlich, to approve the minutes of the special meeting of the Board of Directors on March 11, 2021; motion carried.
- 5. Citizen Participation.** None at this time.
- 8. Finance Report.** Mr. Quick reported a total of \$960,946 in the accounts at the end of February; year to date taxes received were \$820,915, which is \$52,602 over last year. The check for \$8,011 for the conflagration has been received. Personnel costs to date are 65.4% of the budget with one-third of the year left. Tidewater costs to date are \$75,283 plus the labor for Erich Knudson. Moved by Mr. Brooks, seconded by Mr. Carlich, to accept the financial report as presented and pay the bills; motion carried.
- 6. Staff Presentations.** Chief Mason reported a total of 83 calls for February, and 69 so far for March; year to date total calls are 249. **Training.** Training total hours so far are 785.75. Training for certification has been completed and they will be doing the on-line testing next week; they should be finished next month. The Academy students will be taking their written tests next Wednesday, do their hands-on the following Wednesday, and then they're done. **Maintenance.** Lt. Knudson reported that the trusses are up at Tidewater and half the roof is sheeted. Concrete work has been done, setting 13 posts; the top plate is all tied and should help when seismic work is done. Half the tar paper is up and a beam set for the front doors, which should be coming in the next week or so. The old ambulance sold for \$3600 and should be picked up by Friday. Generators will go up next for bid. They are going through all the excess equipment to determine what is or isn't needed. Work orders are being created to track costs for apparatus on an individual basis.
- 7. Volunteer Report.** Lt. Knudson said that Chaplain Booth had to leave and may be back, but there are a lot more volunteers coming in and the weekend shifts have had a whole crew coming in to train.
- 9. Correspondence.** None.
- 10. Old Business.**
 - a. Tidewater - update.** This was already covered by Lt. Knudson. Mr. Brooks reported that we have a refund of about \$3500 coming back from Websteel from payments made for architectural drawings, etc.
- 11. New Business.**
 - a. Resolutions.** Chief Mason had provided several Resolutions re-allocating funds budgeted for a Cardiac Monitor which was considered unnecessary in order to purchase equipment which is needed.

Mr. Grady read **Resolution #2021-1 Amending the Budget for Fiscal Year 2020/2021** transferring \$7,000 from Equipment Reserve Fund #8255 Cardiac Monitor to Equipment Levy #8037 Uniforms, for new and replacement PPE/uniforms. This is to provide uniforms for everyone, and the Volunteer Association is contributing \$2500 toward the purchase. Uniforms will all be the same, with the same logo, and Chief Mason wants to get field jackets for first responders so they don't have to wear their turnout gear. Discussion of cardiac monitors followed; Chief Mason pointed out that there already are two available and the proposed transfers will still leave some funds in the account, which can be added to again in the future. He also wants to buy AEDs for the vehicles and the building. Moved by Mr. Brooks, seconded by Mr. Carlich, to approve Resolution #2021-1; motion carried. Mr. Grady read **Resolution #2021-2 Amending the Budget for Fiscal Year 2020/2021** transferring \$2,000 from Equipment Reserve Fund #8255 Cardiac Monitor to Equipment Levy #8036 Communication Equipment, for purchase of 10 Kenwood radios. Chief Mason explained that the \$2,000 goes into a communication fund that has \$10,000. Grants are available for departments that were impacted by last year's fire season, and we qualify. He is applying for a \$40,000 grant for 15 radios, chargers and batteries and with that grant will be able to get 25 radios so that every vehicle is equipped with radios and chargers for every person. He also wants a mobile repeater for the brush truck. Moved by Mrs. Eckerman, seconded by Mr. Carlich, to approve Resolution #2021-2; motion carried. Following discussion of the shelf life of radios, Mrs. Eckerman recommended future budgeting for replacements. Mr. Grady read **Resolution #2021-3 Amending the Budget for Fiscal Year 2020/2021** transferring \$8,000 from Equipment Reserve Fund #8255 Cardiac Monitor to General Fund #8034 Medical Supplies for the purchase of 4 Zoll AEDs. Mrs. Eckerman questioned categorizing AEDs as "supplies" as they are durable equipment; discussion of adding a new line item description in the future budget. Moved by Mr. Carlich, seconded by Mrs. Eckerman, to approve Resolution #2021-3; motion carried. Mr. Grady read **Resolution #2021-4 Amending the Budget for Fiscal Year 2020/2021** transferring \$6,950 from Equipment Reserve Fund #8255 to Equipment Levy #8036 Communication Equipment for 15 Mintor VI pagers to alert responders of emergency responses as the phones won't register a second response for request for more help. There will also be an emergency notification system set up with the pagers indicating urgency of response. Moved by Mr. Carlich, seconded by Mr. Brooks, to approve Resolution #2021-4; motion carried.

12. Chief's Report. Chief Mason reported that as had been decided previously the District Policy is to be reviewed by the Board, and Chapter 1 had been included in the packet for review and approval at the next Board meeting. One or two chapters can be reviewed at each meeting, and any proposed changes or corrections should be sent to Wendy Knudson before the next meeting. Mackenzie will have a contract ready for review next week. John Rowley is working with Roxie at the Port and the contractors; the boat house won't be done when the Port is done but will be worked on after. Since this was not a dedicated line item in the bond, depending on funds available the Port may need some help from the District. Chief Mason then reviewed the kayak rescue which had taken place shortly before the meeting; deployment would have been much faster from the boathouse if it had been available. Mr. Grady just wants to make sure cost for the boathouse doesn't come out of Port general funds. EF Recovery is up and running and there is a staff meeting coming up to provide initial training in how to put the process in place. There have not been very many budget requests; there should be a draft version for the April meeting at which time the Budget Officer and Budget Committee will be determined. The disposal of the M1078 vehicle has been narrowed down to a fire district down south or to the City of Waldport, as it is capable of hauling their emergency trailer; he is waiting for a response from FEPP. Either way, it will be gone. The HPP Grant trailer has been moved; he has an inventory list of what should be in it as it is part of MCI Response for South County and it will be stored in the green building in Seal Rock. Chief Mason met with Mr. Cutter and notified him of the progress with Mackenzie. The Council will meet on the 25th to approve the addendum for our current lease, and that will mean being able to move into the office space. PacWest will be moving into the front of the building and District admin will be in the old City Hall. The District will be participating in doing the Covid vaccines at the Community Center with the EMTs and EMRs assisting.

He has met with PacWest to review the future plans and offered them the first floor with temporary quarters provided up to the cost of what they had paid for in the upstairs renovations. The District needs to be able to utilize the upstairs. They accepted the proposal and will participate in the campaign for the bond issue. He also talked to the Sheriff's office and they will develop their need list and help with the campaign. The plan is to retrofit into a public emergency complex with the Sheriff, PacWest, District, and Union working on the bond issue. This will also help with grant applications. The Wildland Grant should have notification by April 15th, with the funds released May 1st. He has already pulled quotes and done the data gathering and should be able to order and have the gear by July. Chief Mason mentioned that the Fire Defense Board was talking about a Senate bill pushing to remove gaps between fire districts of areas without coverage, up to 7 miles outside a fire district. We fall under recourse; this is geared for fire coverage which may get added to our district. There is a lot of forest land. He will keep an eye on this and while it may not happen, he will keep the Board informed.

7. Volunteer Report. Association President Booth had returned to the meeting after assisting in the kayak rescue, taking one of the ladies to the hospital to be with her friend. He reported the volunteers are continuing to come together on the weekends for training, and had recently done a water shuttle. Normally there are 7 to 9 people, and EMRs to help. He estimated there is a total of 12 to 15 volunteers, depending on circumstances; Tidewater has 2 or 3, and they are always looking for more. There were 6 volunteers at the water rescue. The election will be postponed until July when there will be more people available.

13. President's Report. None.

14. Questions from the citizens and viewing audience. None.

15. Good of the Order. None.

There being no further business to come before the Board, the meeting was adjourned at 6:58 p.m.

Respectfully submitted,

Jan K. Hansen, Recording Secretary

Approved:

Board Chair