

CENTRAL OREGON COAST FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS MEETING

FEBRUARY 17, 2022

1. Call to Order. The regular meeting of the Central Oregon Coast Fire & Rescue District Board of Directors was called to order by President Pankey at 5:30 p.m. on Thursday, February 17, 2022.

2. Pledge of Allegiance. Mr. Pankey led those present in the Pledge of Allegiance.

3. Roll Call. Directors present were Reda Eckerman, Buster Pankey, Todd Holt, and Kevin Battles; Kathryn Menefee was excused.

4. Approval of Minutes. Moved by Mr. Battles, seconded by Mrs. Eckerman, to approve the minutes of the regular Board of Directors meeting of January 27, 2022 as presented; motion carried.

5. President's Report. None.

6. Citizen Participation. None.

7. Staff Presentations. Chief Jamie Mason reported a total of 122 calls in January and 58 so far in February. **Training.** Total annual hours of training are 262; Firefighter officer classes are completed and they are working on Rope Rescue now. **Maintenance.** Maintenance Engineer Erich Knudson reported that Station 74 is in good shape and the propane supply is being monitored. At Tidewater, the soffit is in and he will finish the trim work next week. He has begun the installation of the security system, a large part of which is being funded by SDAO. At Station 72 he has started the process of getting all apparatus and equipment into the fleet software so that everything is monitored for maintenance and reports are generated to him for any necessary repairs. Vehicles now have fleet numbers which stay with the vehicle to ensure accurate records of the specific apparatus. **Administrative.** Office Administrator Wendy Rush Knudson had given each of the Board members a copy of the completed Policy Manual and asked that they sign their copies to indicate receipt. The website had 15,801 pageviews in December and she is going to start working on adding more photos of training and community events, which could help in recruiting volunteers. Mr. Holt referenced a recent Facebook post that had listed a number of cost-saving positive changes implemented by the District and suggested that in the future it would be a good idea to indicate some actual dollar figures for public information; Mrs. Knudson agreed.

8. Volunteer Report. In the absence of Association President Booth, Chief Mason reported a new volunteer, Grady, who has been actively participating and even rode a donkey in the recent basketball game. There is another volunteer coming in this month and three more applications have been recently sent out. There is video online of the donkey basketball game, and Chief Mason commented on the participation with them of Seal Rock, PacWest, and Yachats.

9. Union Report. Union Representative Shi Bucher reported that they have all been busy with training, including rope technician classes and some online classes. The Union would like to request that the Board consider the request to hire two temporary Firefighters.

10. Finance Report. Mr. Quick reported cash on hand of \$993,833.47 at the end of January. Current levied taxes are over budget by \$2,250 and there are still some coming in. Prior year taxes are also above budget; this year has been really good. Sale of surplus property is at \$15,597, with only \$5,000 budgeted, and personnel services are at 52.7% of budget. Mr. Battles congratulated everyone in the department on staying within budget. Moved by Mr. Battles, seconded by Mr. Holt, to accept the financial report as presented; motion carried. Moved by Mr. Battles, seconded by Mrs. Eckerman, to pay the bills; motion carried.

11. Correspondence. None.

12. Old Business. None.

13. New Business. Civil Service. When Chief Mason sent the proposal to hire two temporary firefighters to Legal, he was advised that under the ORS for Zone 2 Civil Service begins at 4 full time Firefighters and our current staffing meets that requirement. He is working on getting more information but wants the Board to consider who to have serve on the Civil Service Committee. All the hiring processes, including any temporary personnel, will have to meet Civil Service rules.

14. Chief's Report. Mackenzie. Chief Mason has been working with Cathy at Mackenzie on reviewing the possibility of utilizing the current structure with new construction as an addition, i.e., keeping the current bay doors and adding on two larger bays to accommodate larger apparatus. This could help cut the anticipated cost by about half, and the present prospect for grants is not too good. **ISO.** A public notice was made concerning the ISO change and several insurance companies have called for confirmation for people asking to have their premiums reviewed. **School Programs.** He is continuing to work with the school on the "Every 15 Minute" program, but the school district leadership is concerned about some aspects of the program being too realistic. He will keep working with them as there continue to be too many motor vehicle accidents due to substances and distraction and it is important to get a message of awareness and prevention out to new drivers. **Surplus Equipment.** The Dodge 2500 sold on GovDeals for a little over \$13,000. The Rescue 72 got full certification as a fill station so the fill station in the connex has been listed on GovDeals for a starting bid of \$4,500. **Temporary Hire Firefighters.** He received approval from Legal for the temporary hire documents and process, with some minor changes in the job description. **Grant Funding.** Ryan LLC is working on the National Rescue Relief Act, tax market credits, and FEMA BRIC funds. Mackenzie will wait for a decision on building options before applying for the Seismic Grant. We received a check for \$2500 for hose from Siletz, and he will submit another application for the next round for more hose. The SAFER grant application has been submitted but there is a delay in releasing funding results; we should know by March or April. The same with the AFG grant application. We received funding from the SDAO grant which is being used for the security equipment at Tidewater. We received the FEMA Prevention and Preparedness Grant for a new digital reader board and he is getting quotes to replace the trailer sign which has been damaged several times.

Building Quotes. It looks like about \$130,000 to replace the roof, at prevailing wage, and \$68,000 to replace the bay doors. He is waiting on a quote to fix a developing sink hole and is still trying to get quotes to replace the siding.

Action Items. The CERT trailer has graphics and shelves and just needs to have the wrap on the rear door finished. Because the rear door wasn't wrapped, the charge was \$1,043 instead of the original \$1,500. Five Rivers water supply is a budget item. The ambulance lease/share is completed. Jet Dock is still being worked on. Engine equipment continuity list has been completed and needs to be budgeted in the Equipment Levy for next year. SAFER and AFG grants have been completed. Rope Rescue Operations has already started. One shift is all done and the next two are starting next week; should be done by March 10th. Work on the Command Vehicle has been put on hold for right now so the work on Tidewater can be finished.

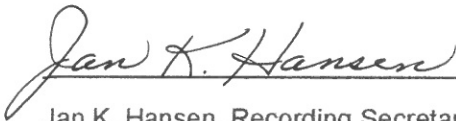
15. Questions from Citizens or Viewing Audience. Lt. Bucher asked about the status of the new hires. Mr. Pankey said that they had a meeting with Seal Rock and that it was agreed that there would be two people per call. However it was still not clear if those two people would be in the same vehicle or just responding at the same time. Lt. Bucher and Lt. Johnson both expressed the concern of the firefighters over the gap in time that can happen when the responders are not answering calls together in the same apparatus. Discussion followed over the situation with Seal Rock and their current requirement that their people use the Seal Rock vehicles when responding. Although Mr. Pankey said another meeting is planned

for the next week the consensus seemed to be that Seal Rock was not likely to change their decision and if they did it would not be soon. Chief Mason referred to an unauthorized news release from the Committee that seemed to indicate proposed changes in the IGA. It was pointed out that the Committee brings back information to the Board for any decisions regarding the IGA, which was originally set up to ensure two responders at the same time, not just mutual aid. The proposal that Chief Mason had brought to the Board at the last meeting, and which has been approved by Legal, would pay for two temporary firefighters until the SAFER grant, if received, would then cover the cost for two permanent firefighters for the next three years. Mrs. Eckerman questioned if there was sufficient funding available. Mr. Quick said there was enough for the remainder of this year and it would be covered next year until the grant comes in. If the grant doesn't come through there are things that can be trimmed from the budget and the equipment levy which comes up for renewal next year could be redirected. Having two more fulltime firefighters is considered essential for the safety and efficiency of the district and Chief Mason indicated that he could have the positions filled in two weeks. It was moved by Mr. Battles, seconded by Mrs. Eckerman, that Chief Mason proceed with the hiring of two temporary firefighters as covered in his proposal; motion carried. Chief Mason pointed out that he will have to do two budgets, one with the SAFER Grant and one without. Union negotiations are coming up and Mr. Battles recommended that contract negotiations be done before the budget; Lt. Bucher agreed. The budgets will be ready by May.

16. Good of the Order. Lt. Bucher thanked the Board for their action. Mr. Holt took the opportunity to express his assurance that he has always wanted the best for the department. Lt. Bucher also said that they will continue to work with Seal Rock as they have in the past.

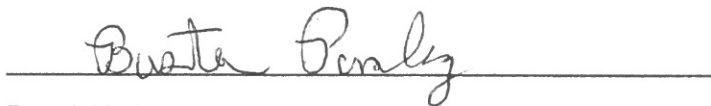
17. Adjournment. There being no further business to come before the Board the meeting was adjourned at 6:37 p.m.

Respectfully submitted,



Jan K. Hansen, Recording Secretary

Approved:



Board Chair