

Tangent Rural Fire District

Board of Directors Meeting
Minutes
November 09, 2022

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

Vice-President Strombeck called the meeting to order at 7:05 p.m.
No citizens connected by phone.

I. **CITIZEN COMMENTS:**

II. **APPROVAL OF:**

Minutes – Special Board Meeting with Executive Session September 21, 2022 & Regular Board Meeting – October 12, 2022

Action: Riley moved to approve both, the September 21, 2022 and October 12, 2022 minutes as submitted. Richards seconded the motion. Upon vote, it passed unanimously, (4-0).

Financial Report – October 2022

Action: Richards moved to approve the October 2022 financial report as submitted. Meyer seconded the motion. Upon vote, it passed unanimously, (4-0).

III. **STANDING REPORTS:**

Volunteer Association –Walters

Walters is working on purchasing belt buckles; needs an updated quote and will order 40. Should be able to order within the next few weeks.

Fire Chief – Griffin

No written report.

Spoke with volunteers at last night's drill and gave history of Tangent Fire. Chief is getting to know the volunteers. Next week's drill will be a 2-1/2 hr. step by step of the process of how the apparatus operates. Everyone will get a chance to drive through the concourse. Also, will cover spotting the apparatus at a

hydrant appropriately and setting up the truck to pump. This drill will give the volunteers hand on experience. Build the foundation of the process. We need to know our equipment. Chief's training to get recertified will be part of this process. Fire department personal are exempt from being required of holding a CDL card but must know the information.

Interim Fire Chief – Stearns (The following is the interim Fire Chief's written report as well as added comments made at the meeting.)

Meetings Attended:

Linn County Fire Defense Board
Two weekly staff meetings
Met with Albany Fire Chief, Shane Wooten

Vacation:

This report will be noticeably shorter than normal, due to a great vacation I was only here for two weeks of October.

Fire Chief Hiring Process:

I am pleased to report that Candidate Chris Griffin, has completed and passed all required testing and background. Chris will be sworn in Tuesday November 1, 2022.

Safer Grants:

There will be two staffing grants available this year. The first is an Oregon State Fire Marshal (OSFM) grant for up to two firefighter positions and or two fire prevention positions. This is a three-year grant being 90% the 1st year, 75% 2nd year, and 50% the 3rd year. It is their expectation that the district would fund the positions year 4 and beyond. The second grant is the traditional SAFER grant which is usually 100% for three years. Since the SAFER application period is after the OSFM closes but possibly before awards are known, I suggest applying for both. Please see attached for further information on the OSFM grant.

Work Schedule:

My time as your Tangent Fire Chief, ends Oct. 31, and Chris takes over Nov.1. My plan is to stay on until November 18th in a volunteer capacity. This time will allow for a transition period between Chris and me.

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. Have started 2-person engine crew training, usually we train with a crew of 4 firefighters, because of our low numbers of responders. Last year our volunteer call response was 3 per call, this year 1.

We have started the FF I academy 5 persons going through the program.

Regional – 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 November

SCBA Grant Update – We did not receive the grant this year. The SCBA tanks that we ordered have arrived, but unfortunately have not been put on the apparatus, but will start being put on the apparatus tomorrow morning. This is serious. Chief discovered this today and will need to wait until Cary gets back to find out the answer as to why. The old tanks need to be destroyed or recycled.

EQUIPMENT UPDATE –

Equipment – New SCBA tanks have arrived and have begun replacing 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 – Project on hold, will brief Chief Griffin.

COMMUNITY OUTREACH –

Tangent Fire District Website – No Report, still active

Tangent Community Blood Drive & Food Drive – Next Blood Drive is set for January 19, 2023 at the fire station.

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

Meetings Attended:

- 3 staff meetings
- AFLAC Meeting
- Meet with Corvallis Fire
- Site plan meeting (Sheet Metal Solutions)
- Two volunteer meetings

Fire Inspections- Nine inspections were completed along with re-inspections

Pub ED- Participated in the Treasure hunt with Albany. It was a big success.

Pre-Plans- Completed pre-plans for Oregon powder Coating and Nutrien Ag.

Vehicle Maintenance- All engines have been pump tested and passed. E-71 developed oil leak, VGT actuator issue. E-71 had the intake pressure relief valve rebuilt. E-71 is currently being evaluated for and ABS/ACT light that keeps coming on. Update E71 is in service. Still looking at oil leak, very minimal. Dye has been added to see if the leak can be detected. Durango and Dodge 1500 had their oil change.

Building/Ground Maintenance- Generator is still currently down. Power West came out a second time and the radiator is still too big. They will be looking at going with another vendor. Met with Linn County Roads on our back parking lot. They came out and cracked sealed the asphalt and some of the front area for us free of charge. Board suggests a written thank you be sent. Rice heating was out and serviced our HVAC system. Stair stepper in gym was repaired. Working on cleaning the gear storage room up-stair

Volunteers- Continuing bring on the new volunteers. Currently we have 5 that are finishing up with the process. We have two more applications to process.

I submitted a grant to DPSST/OSFM for two wildland classes. We received verbal notice that we received the grant. We should be getting the paperwork on that soon. I am researching a new lifting device for medical lift assists (should save on back injuries). AFD is scheduled to come down and do a demonstration on November 29 at 1900.

Report: Total YTD calls are 364 as of the month of October. This is a 28-call increase from 2021, 90 increase from 2020, increase 55 from 2019 and down 7 calls from last month.

IV. OLD BUSINESS:

A. Generator Repair – Chapin

The radiator again was made incorrectly. A company in Portland is now making it. Tangent RFPD will not be charged for the two radiators that did not fit. A different company made the radiator, and it was installed yesterday, and it is running great.

B. Fire & Safety Services Fee Schedule – Chapin

Looking into where Tangent will be in 10 to 15 years. Looked at other agencies fees and averaged them out for our fees. Please look it over and at the next Board meeting it will be review. This needs to be approved by resolution. This needs to be read at one meeting and at the next meeting can be put to a vote for a resolution and then an ordinance.

C. DEQ Open File “Additional Work Required for Petroleum Leak” - Fuel Tank Removal November 1992 – Stearns

Chief Griffin has agreed to take this project. Email contact has been made.

D. Surplus Radios follow-up – Chapin

These have been destroyed.

V. NEW BUSINESS:

A. Ice Machine – Stearns

Waiting for the minor repair and will give a trade-in amount for our old machine. The cost of the new one is \$1375. It originally listed for \$5000. There is a GFI plug for the ice machine.

B. Lift Device – Stearns

There was a call the Albany responded with us for a lift assist for a very heavy person and they used a lift assist device. Albany fire is coming to a drill November 29 at 7 p.m. for a demonstration. This could be a great tool for our district and would save our volunteers backs.

C. Portable Radio Batteries – Stearns

There was a question about where the district buys our batteries. This was a volunteer’s personal radio.

D. AFLAC packet – Chapin

A 40% discount is offered. If 3 people sign up, then one additional policy for free. This could be something that the board may want to offer to the volunteers and staff. If a policy is purchased, it

goes with the person and the rates never increase. This is just an idea for an incentive for our volunteers and staff. Suggestion of looking into an investment instead of insurance coverage or give more to LOSAP. The volunteers should be given the opportunity to see what they would like to have as an added benefit. This is something to consider for the next budget year. Last year we increased our workman's comp wage to provide better coverage if it is needed.

- E. **Board needs access to Lexipol to review policies** – Riley
Review a few policies each month. Some policies should be guidelines. There should not be procedures in policies, it should be in a procedures
- F. **Board Email addresses** – Stearns
Cost is \$215 per year for each email address which comes with Office 365. IT is checking into the cost of email only. Conrad will follow up on this.
- G. **Annual workshop** - first of the year. Goals expectations - Add to agenda

GOOD OF THE ORDER:

- A. **Holiday Dinner** – Tuesday, December 13, 2022 – 6:00 p.m.
- B. **Board Meeting** – December 14, 2022 – 7:00 p.m.
- C. **Big Thank You for the dinner the Volunteers provided at the Swearing in of Chief Griffin.**

Vice-President Strombeck adjourned the meeting at 8:15 p.m.

Minutes submitted by Denny Conrad.
Office Administrator

APPROVED BY:



Paul Strombeck, Vice President - Board of Directors

12/14/2022

Date