

**Tangent Rural Fire District
Board of Directors Meeting
Minutes
May 12, 2021**

Board Members Present: John Dunn, Paul Strombeck, Chris Meyer, Scott Richards, Bruce Riley
Staff Present: Chief Wooldridge, AC Vonasek, BC Chapin, OA Duckworth
Others Present: Volunteer Assn. President Walters (late)

Chair Dunn called the meeting to order at 7:00 p.m.

I. APPROVAL OF:

Minutes – Regular Meeting, April 14, 2021

Action: Riley moved to approve the minutes of April 14 as presented. Meyer seconded the motion and it passed unanimously (5-0).

Financial Report – April 2021

Action: Meyer moved to approve the April financial report as submitted. Richards seconded the motion and it passed unanimously (5-0).

II. STANDING REPORTS:

Volunteers Association – Assn. President Walters was not present at this time to give his report. He arrived later in the meeting (due to his job shift hours), but said he had nothing new to share.

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

- **COVID-19:** As of 4/30/2021, Linn County moved back to 'Extreme' in the ranking schematics. This will not affect how we are operating at TFD and we will continue to bring our volunteers back into the mix. CDC is still advising that those who are 'completely' vaccinated do not need to wear masks around each other. At the fire station, during trainings, inside, we will continue wearing masks for groups of 10 or more until we hear a different message from OSHA. As of 5/07/2021, Linn Co will move back to High.
- **Weekend Duty Officer:** Staff is now scheduled for 7-day rotations. Lt. Loel Trulove has been cleared to return to duty, and we anticipate him beginning to take some of the weekend workload again. We also anticipate Lt. Walters and Capt. Hunt to fill in as they can.

- **Response Times:** With the addition of SRV Hewes as a driver and the core group of out-of- district volunteers that spend time at the station, we have seen response times of 1.5 minutes for our engine to get out the door. Great work by everyone.
- **Officer Training:** We will be bringing in EF Recovery for training on completing MVC documentation on scene via the duty officer cell phone.
- **Part-Time Role:** I have been approached about bringing a volunteer on as a part-time employee (about 5 hrs./month at \$30/hr.) to assist in specialized training (mainly pumper training as we have acquired a number of new volunteers in the past few months). This would be a limited-duration position, 6 months, and would also help during fire season should we need to hire back to fill administrative positions. This position would also be available for conflags, which is a good source of revenue for the District. The Board suggested that if there is an identified need for specialized training in the form of a part-time position, this request should be initiated by the Chief (not the volunteer). **Direction from the Board:** Create a job description for this limited, part-time position and bring it back to the Board with total wage costs. Then advertise the position internally.
- **Linn County Radio System:** The fire chiefs are working to find a way to make our existing radio system usable. We suffer from lack of coverage, channels, and support to improve the system. We have identified, with LCSO's and CODAN's help, a potential solution at a cost of \$1.2 million, and are seeking ways to fund the fix, which will help in FF safety and to build out the system for future needs. Outlying Districts such as Scio, Brownsville, Tangent, etc. would benefit the most from the project because of their current poor radio coverage, so designing a fair assessment of the costs of a new system is also an issue. The chiefs will be contacting Rep. Jami Cate to see if she could give some financial assistance because of the pot of extra revenue coming to the State from all the Federal COVID relief funding. Another option for funding is a 10-year lease, carried by LCSO, and then assessed out to each fire district/department in the county.
- **Upcoming Events:**
 - May 5 Cinco de Mayo
 - May 9 Mother's Day
 - May 15 Peace Officer's Memorial
 - May 17 Tax Day
 - May 31 Memorial Day

Asst. Chief/Training Officer's Report – (The following is the Asst. Chief's written report as well as additional comments made at the meeting.)

- **FIRE & EMS TRAINING** –
 - **In-House** – Last Saturday's drill was held at the Corvallis Drill Tower, where our apparatus operators got to pump ladder trucks and elevated fire streams. We've been trying to do more Saturday drills so more volunteers can attend.
 - Lebanon Fire Has invited us to participate in a "live-fire" training burn on Sandridge Road. This training is still pending property owner approval.
 - We hosted a live burn in our fixed facility burn box on April 10 for Dallas Fire Department, and some of our personnel participated. It was good training overall.

- **Regional** – The Linn-Benton Fire Training Council has voted their officers for the next two years. Div. Chief Shawn Morgon, Corvallis Fire, is taking over as President. Chancy Ferguson, Philomath F&R, Vice-President, and Sean Johnson, Halsey-Shedd RFPD as Treasurer.
 - I will be remaining as district liaison officer for DPSST for our region.
 - The Council has been working with LBCC to fund a fire officer class.
- **State** – Until DPSST finds a replacement for the recently vacated Field Training representative, we will be served by John West, who has been with DPSST for almost 20 years.
 - The state has not announced opening up for training at the DPSST academy, but I expect to hear something soon.
 - DPSST will be bringing the Car Fire prop to Tangent on May 25 for drill.
- **OR-EMS** – EMTs are progressing with their Cont. Ed. Hours for their EMT recertifications in May.
- **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 application period has opened for courses beginning October 2021.
- **HEALTH & SAFETY** –
 - **Safety Committee** – The Safety Committee held a regular monthly meeting and minutes are posted.
 - **Policies** – OR-OSHA Temporary Rule on COVID-19--just sitting back and watching the fur fly. Updates are already being discussed. A new director for Dept. of Labor has been announced, so now we are waiting to see how this will impact OSHA and the EH&S community for COVID.
 - **Respiratory Protection** - I am still working on information for the purchasing of SCBAs.
 - **SCBA Update** – I will be meeting with Chief Wooldridge soon to talk about securing a grant writer.
 - LN Curtis & Sons' SCBA technician for the MSA breathing apparatus will hopefully be here this month to repair our current apparatus and flow test.
- **EQUIPMENT UPDATE** –
 - **New Equipment** – The new hydraulic Holmatro extrication equipment has arrived and been placed on our apparatus.
 - **Bunker Gear** – New turnouts will be ordered for a selected few, while current gear is getting checked and inspected to NFPA 1971 standards. We will be using the services of NW Safety Clean in Milwaukie, OR to perform the inspections and needed repairs on our safety garments.
- **COMMUNITY OUTREACH** –
 - **Tangent Fire District Website** – Is holding its own very well.
 - **Tangent Community Blood Drive** – Next Red Cross Blood Drive is June 10.

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

- **Fire Inspections-** Completed a few inspections and re-inspections. I completed a driveway inspection for a homeowner.
- **Pre-Plans-** No new pre-plans. We are looking at a new pre-plan program and pricing.

- **Fire Prevention-** I was scheduled to take a Youth Fire Intervention Specialist training. Due to the fire at Barenbrug last month, I did a fire investigation with the State instead.
- **Vehicle Maintenance-** Tender 72 is still at Hughes. They have Omco coming in to give a quote on the plumbing. Freightliner quote to rebuild the transmission is \$14,000. E-71 is back in service. New portable radios have been installed in E-72.
- **Building Maintenance-** Doing some training, we found that we had no water in the tank. Aqua Pro found that there was a hot wire that tripped the safety reset. The wire trips the switch and won't fill the tank after about 15 minutes. They are coordinating with Axis Electric to come out and try to fix the issue. A temporary fix has been put in place for filling of the tank.
- **Volunteers-** I have been working on bringing three new volunteers on. They are all at different stages of the process.
 - Out-of-district volunteers' hours are attached to the BC's original report.
- **Resident Students Volunteers-** Parker has received his National/State EMT Licenses. We now have all three RVs Firefighter/EMT qualified. The RVs have completed more than 15 additional hours of training this last month. Haden Hewes joined us as the new RV on April 12.
- **Wildland-** Six volunteers completed the S-130/S190 April 16-18. I will be instructing an S-131 class on May 15.
- **May 8 Fire at Flawless Fractions, 33279 Hwy. 99E** – Tangent Fire reported to the fire w/several rigs and also enlisted mutual aid from a number of surrounding fire departments. Upon arriving and doing a quick walk around, it was discovered that there were 150-200 propane tanks on the property, which firefighters were able to keep cool enough so they were just venting. OSFM has jurisdiction as to the quantity of propane on the property, but not the number of propane containers. The property had changed ownership from when first registered with the City; this change had not been reported to the City. As to the type of business operating at the facility---when last visited by Tangent Fire, the owners were told if they expanded their business to the extracting process, we were to be notified, but that had not happened as of the time of the fire. LCSO was also on scene as was the Oregon State Fire Marshal's office. Cause of the incident is under investigation.

Activity Report – 91 calls through April 2021, 3 more than last year at this time.

OLD BUSINESS: None.

NEW BUSINESS:

Consideration of Resolution No. 2021-04 (Appropriating Unanticipated Conflag Revenue) –

The California LNU conflagration (August 2020) reimbursement money has been received and needs to be acknowledged and appropriated by the Board.

Action: Riley moved to approve Resolution No. 2021-04 recognizing receipt of unanticipated conflagration funds for Tangent Fire’s service in the California LNU Fire and appropriating it as follows:

<u>Fund</u>	<u>Revenue Account</u>	<u>Amount</u>
General Fund	1012 State Conflag Income	\$53,768.65

<u>Fund</u>	<u>Appropriations</u>	<u>Amount</u>
General Fund	2040a PERS Payroll	\$ 3,062.00
General Fund	2041 Social Security	\$ 604.00
General Fund	2050 State Conflag Wages	\$15,958.55

The balance of the revenue (\$34,144.10) will be unappropriated and remain in the General Fund to increase our ending cash balance.

The motion was seconded by Richards and it passed unanimously (5-0).

Consideration of Resolution No. 2021-06 (Accepting HazMat by Rail Grant 2021) –

The OSFM’s office established the HazMat by Rail Program in 2021, part of which is the HazMat by Rail Equipment Distribution Initiative for the purpose of providing Oregon’s fire agencies the ability to increase their equipment capabilities to respond to a rail incident involving the release of hazardous materials by requesting such equipment from a prescribed list. As Tangent Fire Station is directly adjacent to a railroad line, the District applied for a list of equipment through the grant and has since received said equipment. The OSFM office did all the purchasing and distributing of the equipment—no money changed hands for the grant. This resolution is just to accept ownership of the equipment.

Action: Meyer moved to accept the 2021 HazMat by Rail Equipment Distribution Grant from OSFM, which includes a list of granted equipment to Tangent Fire District for which the District accepts ownership (see Resolution 2021-06 for list of the equipment). Richards seconded the motion and it passed unanimously (5-0).

Memorandum of Understanding Regarding District Nepotism Policy – The Chief’s son is a new volunteer in our District. At the last Board meeting, staff was directed to check into our nepotism policy to ensure that it is clear as to the supervision of volunteers who may be relatives of staff members. After consulting with our attorney, she suggested and created a Memorandum of Understanding that covers all aspects of supervision of the Chief’s son as a volunteer, such MOU to be signed by the Chief, the Battalion Chief, and the Chair of the Board.

Action: No formal action necessary. The Board agreed to the MOU and it was signed by all parties.

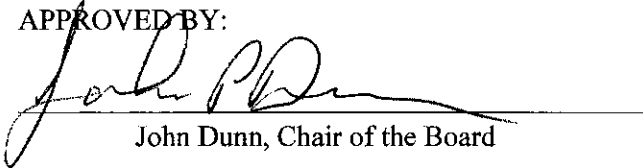
GOOD OF THE ORDER:

Office Administrator Position – The Chief announced that the District tested and interviewed three candidates for the position last Friday. A conditional offer has been made to one candidate subject to a background check and drug test. Hopefully, the person can be on board by the middle of June.

Chair Dunn adjourned the meeting at 8:03 p.m.

Minutes submitted by Karen Duckworth
Office Administrator

APPROVED BY:


John Dunn, Chair of the Board

6-9-2021
Date