

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Board of Directors Meeting - Minutes February 13, 2019

***** APPROVED 3-13-2019 *****

Attendance:

Board Members:

#1 – Ron Woodard
#2 – Tim Beatty
#3 – Alan Lee
#4 – Jamie Wright
#5 – Danny Curler

Staff:

Fire Chief Doug Kerr
Division Chief Jamie Mason
Division Chief Rob Dahlman
Fire Marshal Ed Ulrich
Capt. Jim Kusz
District Clerk KrieAnn Kudar
Office Admin/HR Lois Smith

Guests:

Robert Batty
Depoe Bay Board President
Paul Erskine
Depoe Bay Board Vice-President
Bill Johnson
Depoe Bay Fire Chief
Bryan Daniels – Depoe Bay Fire
David Champion – Depoe Bay Fire
Patrick Gonz – Depoe Bay Fire
John Stein – SDAO
Dennis Knudson – NLFR
Doug Strange – NLFR
Jerry Sneed – NLFR
Shanna Cox – NLFR
Jeff Cutler – NLFR
Brian Nordyke – NLFR
Loren Nordyke – NLFR

Board President Jamie Wright called the regular board meeting to order at 4:00 p.m.

Possible Intergovernmental 190 Agreement with Depoe Bay

President Wright changed the order of the agenda and had the item under Old Business as the first item for discussion – a possible intergovernmental 190 Agreement with Depoe Bay Fire for Fire Chief.

Depoe Bay Fire Chief Bill Johnson had a presentation on the pros and cons of combining the two districts and/or sharing of a fire chief. There was discussion and questions between the board members of both districts and NLFR staff. When public comments were opened, the following comments were made.

NLFR Volunteer Association President Dennis Knudson stated that the Association agreed with proceeding to an agreement with Depoe Bay Fire for a shared fire chief.

NLFR Career Lieutenant Rick DeJager stated that he felt that this was moving too fast and that more time is needed to make this decision.

It was requested by both boards that a Joint Workshop Meeting be held on February 27th at 4:00pm at the St. Clair Station to further discuss the topic.

Approval of Minutes

01/09/2019 Minutes and 01/23/2019 Minutes

The Board Minutes of 01/09/2019 and 01/23/2019 were presented for approval. Ron Woodard made a motion to approve the minutes as amended; Tim Beatty seconded the motion. The motion passed. **(See Motion #1)**

Review of Financial Statements and Payment of Bills

Financial Statements

The Board reviewed the monthly financial statements, as well as the “Payroll Transactions Balance 01/10/2019 through 2/13/2019”. Tim Beatty made a motion to approve the statements as presented; Ron Woodard seconded the motion. The motion passed. **(See Motion #2)**

Payment of Bills

The bills were presented for payment. Danny Curler declared a conflict with Check #29686 as it was for his business. Ron Woodard made a motion to approve payment of the bills as presented; Tim Beatty seconded the motion. The motion passed. **(See Motion #3)**

Public Comments

Danny Curler made a motion that the Public Comments Section on the agenda should be changed so that the public can make comments when business items are discussed, and prior to the motions being made. Tim Beatty seconded the motion. The motion passed. **(See Motion #4)**

Budget

Budget Officer

A Budget Officer needed to be selected for the upcoming budget year – 2019/20. Ron Woodard made a motion to approve Al Lee as the Budget Officer. Tim Beatty seconded the motion. The motion passed. **(See Motion #5)**

Vacant Position on the Budget Committee

There was discussion and it was the consensus of the board that an ad should be put in the newspaper to seek interested community members to fill this position.

Old Business

Fire Chief Position

Board President Jamie Wright stated that the District needs someone in the position immediately and recommended that Rob Dahlman be the Interim Chief for one year or less.

Al Lee stated that he appreciated the comments made so far and that the Board needs to start making decisions. He agrees the District needs someone in the position now so that person can work with Chief Kerr for the next two weeks.

Tim Beatty stated that he agrees, and that discussions with Depoe Bay Fire should continue in a less rushed manner.

Danny Curler stated he agreed the District needs someone. He stated it shouldn't be either of the two Division Chiefs, but it could be Fire Marshal Ulrich or Battalion Chief Strange as interim fire chief.

Rob Dahlman commented about the staff working very well together. He also stated that per the Civil Service Rules, an Assistant Chief could be appointed for 90 days while the civil service process would be followed to hire an individual for an Assistant Chief position. Several board members agreed.

Al Lee had comments about the hiring procedure and that the Board spent a lot of time reviewing applicants.

Tim Beatty stated that a 190 agreement will take some time.

Jamie Mason stated that the temporary position could be for Rob Dahlman and Jamie Mason to work together as the fire chief and if there was a problem, Fire Marshal Ulrich would make the decision.

John Stein with Special Districts Association (SDAO) stated that it would need to be reviewed to see if it would be legal to have a dual chief.

Danny Curler suggested Fire Marshal Ulrich as the fire chief with DC Mason and DC Dahlman as interim assistant chiefs.

Chief Doug Kerr stated that both DC Mason and DC Dahlman would be able to do the job.

Al Lee made a motion to approve appointing DC Dahlman as the interim fire chief not to exceed one year. Tim Beatty seconded the motion. The motion passed.

(See Motion #6)

[NOTE: SEE MOTION #10 WHICH AMENDS MOTION #6]

New Business

Length of Service Awards Program (LOSAP)

Quarterly LOSAP reports were presented for review and approval for September, October, and December 2018. Ron Woodard made a motion to approve the reports. Al Lee seconded the motion. The motion passed. **(See Motion #7)**

LOSAP Contribution (Check #29700)

A check was prepared after the financial statements were completed and is, therefore, not listed in the financial statements. Tim Beatty made a motion to approve Check #29700 in the amount of \$11,290.00. Ron Woodard seconded the motion. The motion passed. **(See Motion #8)**

Civil Service Commission – Vacant Position

The District's Civil Service Commission Chairman Bob Gibson relayed information to Lois Smith regarding an individual who would be willing to serve on the commission. Both Bob Gibson and Bryan Fitzsimmons recommend that Jeri Knudson be appointed to the vacant position. She would fill the position that was held by Scott Salmons, who moved out of the area. The term would expire 7/10/2021.

Ron Woodard made a motion to approve appointing Jeri Knudson to the vacant position. Danny Curler seconded the motion. The motion passed. **(See Motion #9)**

It was brought to the attention of the board by John Stein with SDAO that Motion #6 to appoint DC Dahlman as the interim fire chief needs to be amended to indicate a start date.

Tim Beatty made a motion to have the start date for DC Dahlman to begin as the Interim Fire Chief on March 1, 2019. Al Lee seconded the motion. It would still be not to exceed one year. The motion passed. (See Motion #10)

Buildings & Grounds

Chief Kerr reviewed the status of the move from Station 1400 to Station 1600. Items are now being moved either to 1600 or to storage. The trailer for the career firefighters will be here in a couple of weeks and will be put at Station 1500. Volunteers and Career staff are assisting with moving items.

Ron Woodard asked about the flag pole at Station 1600. Chief Kerr indicated that DC McKee is working on the problem and that a new system might be needed.

Chief Kerr mentioned the SCBA purchase that DC Mason will discuss during his report.

Equipment & Communications

Ron Woodard asked about the anticipated increased fees for dispatch services. Rob Dahlman discussed the topic and explained the reason the fees will increase. He also indicated that the Contract Review Board will meet at the next board meeting to review and approve the new fees.

Public Relations / Safety Report

Jim Kusz reported on the following items, as listed in his report:

- Disaster Preparedness classes are continuing to go very well and are well attended. The Spring Term will have classes at both the Lincoln City and Newport OCCC campuses.
- Teen CERT has been very successful at Taft High School and will be developed in Newport as well.
- Two local banks have requested Severe Event Training for their staff.
- Media and news coverage were discussed.
- Support Team activities were discussed.
- There will be an open house at Station 1200 on Friday, February 22nd at 1:00pm to 3:00pm.
- There were no reportable injuries or illnesses for 2018 for the OSHA 300A form.
- Completed the DECON SOG for the Safety Committee to review.
- OR-OSHA quarterly facilities inspections were completed in January.
- Annual SCBA mask fit testing has been completed.

Training Report

Jamie Mason reported on the following items, as listed in his report:

- COCTOA – hosting a Technical Rescue Academy
- Update on the County-Wide Fire Academy – Graduation of 18 students will be held on Thursday – February 28th at 6:30pm at Station 1600.
- Update on the Highline Anchor Project

- Review of SCBA Evaluation Process. Total purchase will be \$359,150 which is a bit under budget.
- Update on the Local Emergency Planning Committee (LEPC).
- Update on grant for development of a Live Fire Training Structure.
- The Vehicle Committee has agreed hold off on any further vehicle purchases until the new fire chief process is complete.
- Review of the Heavy Rescue 1636; delivery should be by the end of March.

EMS Report

Rob Dahlman reviewed the following items, as listed in his report:

- Review and update on Station 1200. After the open house is finished on 2/22, equipment will be moved back into the station.
- Review and update on Station 1400. Will be getting the building permit the end of the week. Staff will be moved out by March 1st. Crews will be at Station 1500 by March 8th. Emerick Construction is scheduled to begin construction on March 11th. Water Rescue equipment will be moved to Station 1500.
- No EMS transport billings in January.
- Seismic grant reimbursement of \$99,474 requested.
- Semiannual SAFER grant report completed.
- Grant request submitted through State Homeland Security for \$50,000 for matching funds to purchase portable radios.
- The union contract is proceeding well and should be completed by the next board meeting for an executive session review.

Fire Marshal Report

Ed Ulrich reported on his activities regarding changes due to the upcoming move.

- Computers and emails have been changed to Office 365. There were a few difficulties, but it is being worked out. Emails will be maintained and IT support will be provided by Genex in Newport.
- The new phone system will be installed in a couple of weeks at Station 1600.
- Discussion about the access at the new hospital construction site to the helipad.

Chief's Report

Chief Kerr reported on the following items, as listed in his report:

- Kudos to Jamie Mason for his work in getting the Heavy Rescue.
- Thanks to the Board for their support.
- Both volunteers and paid crew assisted with moving.
- Working on the union contract review. Hope to have the contract available at the March board meeting.
- Discussion about alarm response.
- Chief Kerr challenged both the Depoe Bay Fire Board and the North Lincoln Fire Board to continue with the merger consolidation process.

For the Good of the Order

- Jamie Mason informed the Board that the HazMat trailer received from Samaritan has had a vinyl wrap put on and looks very good.
- Jim Kusz informed the Board that he is changing the lobby area at Station 1600. There is now a 9/11 memorial in the display cabinet.
- Volunteer Loren Nordyke stated that no one has been asking the volunteers for their input on District business.
- Danny Curler recommended that there be a Volunteer Association representative and a Union representative at the board meetings each month to give a monthly report. Lois Smith requested that the representatives forward their written reports no later than the Thursday prior to the board meetings.

ADJOURNED AT 6:09 p.m.

The minutes were taken, transcribed and submitted by

Lois Smith

Office Administrator

North Lincoln Fire & Rescue District #1

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 1 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the minutes of the 1/9/2019 and 1/23/2019 meetings, as amended.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 2 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard	X	Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the monthly financial statements, as well as the “Payroll Transactions Balance 01/10/19 through 02/13/2019”

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 3 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the bills as presented for payment. Danny Curler declared a conflict with Check #29686 as the check is for his business.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler			X	

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 4 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
X	Danny Curler		Danny Curler

MOTION:

To approve changing the agenda so that the public can make comments when business items are discussed, and prior to the motions being made.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 5 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve appointment of Al Lee as the Budget Officer for 2019/2020.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 6 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
	Tim Beatty	X	Tim Beatty
X	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To appoint Rob Dahlman as the Interim Fire Chief, not to exceed one year.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler		X		

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 7 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve the LOSAP reports for the quarter of October, November, December 2018.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 8 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard	X	Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To approve Check #29700 for the LOSAP contribution payment \$11,290.00

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 9 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
X	Ron Woodard		Ron Woodard
	Tim Beatty		Tim Beatty
	Alan Lee		Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler	X	Danny Curler

MOTION:

To approve appointing Jeri Knudson to the Civil Service Commission.

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion and Voting Record

Motion: 10 Date: 02/13/2019

Motion Made By:		Motion Seconded By:	
	Ron Woodard		Ron Woodard
X	Tim Beatty		Tim Beatty
	Alan Lee	X	Alan Lee
	Jamie Wright		Jamie Wright
	Danny Curler		Danny Curler

MOTION:

To amend Motion #6:

The start date for Rob Dahlman to be the Interim Fire Chief will be 3-1-2019
(still to not exceed one year)

	FOR	AGAINST	ABSTAINED	COMMENTS
Woodard	X			
Beatty	X			
Lee	X			
Wright	X			
Curler	X			

RESULTS

PASSED	FAILED
X	