

HOODLAND FIRE DISTRICT #74
BOARD MEETING MINUTES
OCTOBER 11, 2022

Board Members: Nora Gambée, Shirley Dueber, Jacob Rackley (Zoom), and Mary Ellen Fitzgerald. [Cliff Fortune (Absent)] Four voting members in attendance.

Staff: Jim Price; Fire Chief, Scott Kline; Division Chief, Brian Henrichs; Division Chief, and Kelli Ewing; Administrative Assistant.

Guests: None.

1. Call to Order: By Nora Gambée at 7:01 PM

2. Roll Call

3. Pledge of Allegiance: Led by Mary Ellen Fitzgerald

4. Persons to be Heard. None

5. Approval of Minutes

A. Board Meeting Minutes September 13, 2022

MOTION MADE: By Shirley Dueber to approve the September 13, 2022 Board Meeting Minutes as submitted.

2ND: By Mary Ellen Fitzgerald

DISCUSSION: Question on if a correction is needed regarding a board suggestion. Jacob Rackley will Abstain because he did not attend the meeting.

VOTE: Motion Passed: 3 Ayes and 1 Abstain [1 Absent]. Nora Gambée (Aye), Mary Ellen Fitzgerald (Aye), Shirley Dueber (Aye) and Jacob Rackley (Abstain) [Cliff Fortune (Absent)].

6. Communications

A. Board Upcoming Reminders

i. Schedule October Work Session.

a. Work Session will be November 3, 2022 at 7 PM.

ii. Regular Board Meeting Tuesday November 8, 2022 at 7 PM

6. A. Continued

iii. OFDDA Conference November 3-5, 2022 in Hood River.

a. Nora Gambée and Shirley Dueber registered but need to cancel. There is enough time to cancel without penalty.

B. Safety Committee Meeting Minutes September 14, 2022

C. Thank you card for changing a tire.

7. Reports

A. Chief's Report: Fire Chief Jim Price

i. Meetings attended included East Wind, Fire Defense Board, Awards Picnic, and C800. No financial update from C800, payment options will be discussed more at the upcoming Work Session.

Board Suggestion: Check on radio coverage up Lolo Pass and in Government Camp (Ski Bowl Tower).

ii. Alarm Breakdown: 122 calls in the month of September. 846 calls in 2022 and on pace for a record year. Turn Out Time was 2:05 minutes and the average Dispatch to Arrival was 9:58 minutes.

iii. Swearing in ceremony for Lt. James Lucas and FF Aaron Marshall will be at the November Board Meeting.

iv. FF/P Recruitment was extended and now we have 6 qualified applicants to interview.

v. Lieutenant's Exam will be in January 2023 after the Firefighter List is completed.

vi. Staff Housing – Considering moving the Deputy Chiefs to share the current Fire Chief's Office and move the Fire Chief to DC Kline's current office. DC Henrich's current office would become a bedroom/office and the current Firefighter Office would become two bedrooms/offices. Will be researching what it will take to add escape windows to the bedrooms and stub walls. The suggestion to add an additional shower is not being explored at this time due to cost. After this interior remodel is completed, the Job Shack will be removed. The suggestion to add bedrooms on to the back of the station is not being explored at this time due to costs.

7. A. Continued

vii. USFS CMAT team has been using the Training Room for 2 weeks. Good relationship building with the community. It would have been beneficial to involve more community leaders and HFD volunteer leaders, but it was short notice.

viii. FEMA AFG Grants - Status Unknown. No news is good news.

B. Staff Report: DC Brian Henrichs

i. Meetings attended included Fire Defense Board, CMAT, Fire Com Users, and NAFT.

ii. FF Aaron Marshall is now working on shift.

iii. Working on 2-year DPSST Recertification. New DPSST Certifications: FF Dakota Mingus – Firefighter 1.

iv. Continuing to work on the OSHA suggestions.

v. Fire Season – Ongoing due to warmer fall temperatures and lack of wetting rains.

vi. CERT Shed – Costs more to fix than it may be worth due to rising lumber costs.

vii. Will be installing security cameras soon. New phones installed and operational.

C. Staff Report: DC Scott Kline

i. Company Inspector Class may be offered soon, lots of changes within the State Fire Marshall's Office.

ii. New Fire Code will be implemented in January 2023, waiting for the new code books to become available.

iii. Continuing to work with residents on the Government Camp Firewise Grant.

8. Finance: Administrative Assistant Kelli Ewing

A. Bank Account Balance Overview provided to the Board. Financial Statements were reviewed by Fire Chief Jim Price and Board Secretary/Treasurer Mary Ellen Fitzgerald and emailed to the Board.

B. In the process of moving to the new QuickBooks file and working through the issues. Payroll will move to ADP in January 2023.

C. Currently in the process of gathering documents to provide to the Auditor to begin the FY 2021-2022 Audit.

9. Unfinished Business

A. Update on Clackamas County Dorman Center Property

i. Meeting Minutes for the September 27, 2022 Dorman Property Planning Committee.

ii. DC Scott Kline is attending meetings with Clackamas County regarding the Dorman Property and to interact with the Commissioners.

iii. The Dorman Property will be offered at all or nothing, so it would include all four plots of land.

iv. We will wait to spend money on surveys until we know if we are able to get the property. We will continue to reach out to the Water Company to see if they have a previous survey that we can have a copy of.

v. Plans to do a joint press release in The Mountain Times with Clackamas County PIO Kimberly Dinwiddie if we get the property.

Board Suggestion: The Board Members should go over to the property to check it out so they can have a better understanding.

10. New Business

A. Volunteer Recognition Policy will be brought to the Board in November. Currently an SOG but there are cash awards that should be in policy.

10. Continued

B. Board Secretary/Treasurer Mary Ellen Fitzgerald declares a potential conflict of interest regarding her son who is an Arborist benefiting from the Government Camp Firewise Grant. Hoodland Fire doesn't recommend any companies and homeowners must find their own Arborists to do the work.

11. Motion to Pay Bills

MOTION MADE: By Shirley Dueber to pay all bills as submitted.
2ND: By Mary Ellen Fitzgerald
DISCUSSION: None
VOTE: Motion Passed: 4 Ayes [1 Absent]. Nora Gambia (Aye), Mary Ellen Fitzgerald (Aye), Shirley Dueber (Aye) and Jacob Rackley (Aye) [Cliff Fortune (Absent)].

12. Board Member Comments

A. Mary Ellen Fitzgerald – Glad the CMAT team engaged the community, looking forward to hearing their advice and recommendations.

B. Nora Gambia – Would like to have a joint CPO leadership meeting at HFD.

C. Jacob Rackley – On the road to recovery.

13. Executive Session. None

14. Other New Business

15. Adjournment by Nora Gambia at 8:21 PM

Respectfully Submitted,

Kelli Ewing

Kelli Ewing, Administrative Assistant