

HOODLAND FIRE DISTRICT # 74
BOARD MEETING MINUTES
SEPTEMBER 14, 2021

Those Present: Board Members: Shirley Dueber, Nora Gambée, and Mary Ellen Fitzgerald (Zoom). Staff: Jim Price; Fire Chief, DC Brian Henrichs, DC Scott Kline, Carol Norgard; Financial Manager, Lt. Andy Figini, Lt. Eric Macy, SFF Jason Kish, SFF James Lucas, SFF Amanda Schmitt, FF Lucas Staples, FF Brandon Bergeron, FF Dawson Kooch, FF Joe Whitfield, FF Kiera McPherson, FF Dakota Mingus, FF Nick Miller (Zoom) and Sally Chester. Guests: Tom Anderson and Suzie Anderson.

1. Call to Order: By Nora Gambée at 7:00 PM.
2. Roll Call.
3. Pledge of Allegiance: Led by Fire Chief Jim Price.
4. Persons to be Heard.
 - A. Dawson Kooch – Topic: COVID-19 Vaccine Concerns.
 - B. Brandon Bergeron – Topic: COVID-19 Vaccine Concerns.
 - C. Sally Chester – Topic: Mandate Concerns.
 - D. Andrew Figini – Topic: Mandate Concerns.
 - E. Lucas Staples – Topic: Mandate Concerns.
 - F. Jason Kish – Topic: Mandate Concerns.
 - G. Joe Whitfield – Topic: Mandate Concerns.
 - H. Kiera McPherson – Topic: Mandate Concerns.
 - I. Dakota Mingus – Topic: Mandate Concerns.
 - J. Eric Macy – Topic: Mandate Concerns.
 - K. Amanda Schmitt – Topic: Mandate Concerns.
 - L. Nick Miller – Topic: Mandate Concerns.

4. Continued

M. The Board and Fire Chief Jim Price will discuss the concerns of the members and the Bargaining Unit under Executive Session.

5. Award Presentation.

A. Tom Anderson.

i. Fire Chief Jim Price presented Tom Anderson with a plaque to celebrate 10 years of service as the Hoodland Fire District #74 representative for the East Clackamas County Fire Districts Unified Civil Service Commission.

6. Approval of Minutes.

A. Board Meeting Minutes on August 10, 2021.

MOTION MADE: By Shirley Dueber to approve the August 10, 2021 Board Meeting Minutes as submitted.

2ND: By Nora Gambee.

DISCUSSION: Mary Ellen Fitzgerald will have to abstain since she did not attend the August 10, 2021 Board Meeting. This will be tabled until the October 12, 2021 Board Meeting.

7. Communications.

A. Thank you to the Government Camp Firefighters.

8. Reports.

A. Chief's Report by Fire Chief Jim Price.

i. Continuing to attend multiple meetings including Fire Defense Board, Government Camp CPO, COVID-19 Mandate meetings, etc.

ii. Alarm Breakdown: 96 Calls in the month of August. Year to date is 741. Turn Out Time was 2:03 minutes and the average Dispatch to Arrival was 10:12 minutes.

iii. 2021 Hood to Coast was a scaled down event this year due to COVID-19 restrictions. HFD members did not staff any water stations and a reduced number of staff and volunteers were on standby at the station. A scaled down BBQ was provided for standby crew and community partners.

8. Continued

iv. Contract signed with Blane Skowhede regarding the project management of the Crew Housing Project. Blane Skowhede advised that we should consult with our attorney regarding a penalty clause in the contract for the Contractor that is selected.

v. Draft Company Inspection SOG to provide guidance for additional members to complete inspections in the Mercantile and Business Type Occupancy Groups. Before performing inspections the members will have to take an Oregon State Fire Marshal's class. Unsure when a class will be offered due to COVID-19 restrictions. DC Scott Kline is continuing to complete inspections based on a schedule.

vi. Will be discussing updates to the SDAO Assessment Report and the Strategic Plan at the Special Board/Work Session on September 21, 2021.

vii. Crews were deployed on Cougar Peak Conflagration just returned.

viii. Surplus Property will be listed on the GovDeals, which is a public auction website. Anyone can bid on the items.

ix. SCBA Grant was awarded, DC Scott Kline will provide more information in his report. Status of the Safer Grant is still unknown.

x. The Board would like a timeline estimate from Blane Skowhede on the steps involved in the Crew Housing Project.

B. Staff Report: DC Brian Henrichs.

i. Training: Members are continuing to complete task book sign offs. Brandon Bergeron completed his Task Book and received a DPSST certification for NFPA Firefighter 1. Members including Joe Whitfield are in the final stages of completing their EMT certification.

ii. Apparatus/Vehicle Maintenance: E352 is back from being repaired. B351 is currently being repaired, this should fall under the warranty. Tires were replaced on WT353 and E353.

iii. COVID-19: Stay home if you're are sick and social distance. Mandate may affect our staffing with Career and Volunteer members.

8. B. Continued

- iv. Fire Season: Conflagration Deployments are taxing to the Fire District and Personnel. Our crews did a great job filling all of the empty shifts! We will be reimbursed for the employee costs and the backfill covers. We are also paid for the apparatus. Recent Conflagrations include the Middle Fork Complex and the Cougar Peak Fire. Even though the weather is cooling down, Fire Season is still in effect – stay vigilant.
- v. Hood to Coast: Scaled down event. BBQ for about 50 people including HFD standby crew and community partners (ODOT, CCSO, OSP, etc.). Responded to two calls related to the race.
- vi. Uniforms: Working to find a new screen print t-shirt vendor.
- vii. CERT Report: Personnel: 11 Active Members, 2 Resignations, and 1 Leave of Absence. Team logged 53 hours for training, meetings, TIP Callout, TIP Training, Public Outreach, etc. Preparing for Winterwise Public Education and TIP NW Recruitment.
- viii. Lt. Eric Macy and FF Dawson Kooch were presented with Letters of Commendation for their work on the Bootleg Fire after receiving a glowing review of their performance by Clackamas Fire District #1 BC Jason Ellison [Bootleg Fire Task Force Leader].
- ix. Thank you to all the members who came to the Board Meeting. These are unprecedented times and is saddened that these issues are causing division within our Fire District.

C. Staff Report: DC Scott Kline.

- i. Inspections: Completing water supply and access permit requests. Completed inspection on the new Mexican Restaurant Chicali Cantina. Previously Interim Fire Chief Steve Abel temporarily halted all inspections due to COVID-19 Shutdown. Clackamas County has gone to a new permitting program so working to get this implemented. Putting together at Company Inspection SOG and training for members to be able to assist with the inspections.
- ii. Fire Prevention: Cancelling the HFD Open House due to COVID-19 restrictions. Working to build a Fire Prevention webpage and Fire Prevention Safety Poster Contest at Welches School. Plans for a Fire Prevention Booth at the Spook Alley Drive Through Event.

8. C. Continued

- iii. Grants: Received an AFG Grant for \$209,902.00 towards the cost of upgrading our SCBAs. HFD contribution will be \$10,495.00. The replacement of the SCBAs was brought up during the Budget Meetings as a major purchase concern, so this grant will help a lot! Currently meeting with vendors and will test packs out to find the packs that will best suit our needs. Safer Grant status update is still unknown.

D. SDAO Assessment Report.

- i. Strategic Plan Review will be discussed at the Special Board Meeting/Work Session on September 21, 2021.
- ii. Fire Chief Evaluation completed for 2021.
- iii. Updating the Standards of Cover is now in process.
- iv. Crew Overnight Quarters in process. Signed Project Manager contract with Blane Skowhede.
- v. Apparatus needs and Replacement plan being addressed.
- vi. Plans to have another member complete the NFPA 1521 Safety Officer certification.
- vii. Review and changes to the Reserve Accounts will be made in January/February 2022.

9. Finance by Financial Manager Carol Norgard.

- A. Board Secretary/Treasurer Mary Ellen Fitzgerald and Fire Chief Jim Price reviewed all of the August Bank Statements and Reconciliations.
- B. Budget Summary Report, Year to Date Detail Budget Report, and September Check Register Report.
- C. Overtime is high due to Conflagrations, however the Conflagration Overtime and Backfill costs will be reimbursed by the State.
- D. Board Secretary/Treasurer Mary Ellen Fitzgerald is planning to work with Financial Manager Carol Norgard to better understand the payroll/benefit process.

10. Unfinished Business.

A. Fire Chief Evaluation.

- i. Tabled until the October 12, 2021 Board Meeting.

B. Public Contracting Rules.

- i. Will be discussing the process at that at the Special Board/Work Session on September 21, 2021.

11. New Business.

A. Second Reading of Policy 510: Equal Employment.

- i. Tabled until the October 12, 2021 Board Meeting.

B. Second Reading of Policy 519: Return to Work.

- i. Tabled until the October 12, 2021 Board Meeting.

C. Mount Hood National Forest Fuels Reduction.

- i. Would like HFD to meet with USFS and BLM regarding their plans to create increased defensible space on their land to protect our community.

- ii. There are many challenges/obstacles to working with the Federal Government.

- iii. The Board would like staff to reach out to USFS and ask for a USFS Representative to come to a Board Meeting to meet with the Board to discuss concerns and what the plan is for Fuels Management.

- iv. Suggestion for HFD to also apply for fuels reduction grants.

12. Motion to Pay Bills.

MOTION MADE: By Shirley Dueber to pay all bills as submitted.

2ND: By Nora Gambee.

DISCUSSION: None.

VOTE: Passed Unanimously. Mary Ellen Fitzgerald (Aye), Nora Gambee (Aye), and Shirley Dueber (Aye).

13. Board Member Comments.

A. Mary Ellen Fitzgerald – Made comments throughout the meeting.

B. Shirley Dueber – Appreciates the members for coming in and standing up for their rights. We all need to be respectful!

C. Nora Gambee – Questions regarding the progress on the CERT Shed repair? Fire Chief Jim Price will be evaluating the shed. Thank you to the staff and volunteers for everything you do, we appreciate you and would be sad if you left for any reason!

14. Executive Session under ORS 192.660 2(d) Conferring with persons designated by the Board to handle labor negotiations.

RECESS: 8:47 PM from Regular Session.

RECONVENE: 8:55 PM into Executive Session.

A. Discussion regarding IAFF Local 1660 Vaccination Mandate MOU.

B. Discussion regarding employee concerns regarding COVID-19 Vaccination Mandates.

ADJOURN: 9:45 from Executive Session.

RECONVENE: 9:54 PM into Regular Session.

15. Other New Business.

A. Addressing COVID-19 Vaccination Mandates.

MOTION MADE: By Mary Ellen Fitzgerald to direct Fire Chief Jim Price to write a Draft letter to Oregon Governor Kate Brown expressing our concerns regarding the COVID-19 Vaccine Mandate and request a testing option to be allowed.

2ND: By Nora Gambee.

DISCUSSION: None.

VOTE: Passed Unanimously. Mary Ellen Fitzgerald (Aye), Nora Gambee (Aye), and Shirley Dueber (Aye).

i. Fire Chief Jim Price will email out the letter to the Board for review.

ii. Fire Chief Jim Price will inform the members on the actions that are being taken to address their concerns.

15. Continued

B. MOU regarding COVID-19 Vaccination Mandates.

MOTION MADE: By Mary Ellen Fitzgerald to direct Fire Chief Jim Price to sign the
IAFF Local 1660 Vaccination Mandate MOU.

2ND: By Nora Gambee.

DISCUSSION: None.

VOTE: Passed Unanimously. Mary Ellen Fitzgerald (Aye), Nora Gambee
(Aye), and Shirley Dueber (Aye).

C. Upcoming Board Action Items.

- i. Special Board/Work Session scheduled on September 21, 2021 at
7 PM. Executive Session may be needed.

D. Government Camp Station.

- i. Addressing Concerns: Carpet (no changes), Bathroom (justified
reason to make ADA compliant), Water Heater Cabinet Track
(justified reason to reduce drainage). Generator – looking into
issues. Wiring – looking into how to not shut off all power with the
Station Alerting. Entryway Pole Cap – looking into this. Entryway –
looking into what can be done to spruce it up. Front Door sticks (not
part of remodel).

16. Adjournment.

ADJOURNMENT: Meeting adjourned by at 10:04 PM.

Respectfully Submitted,

Carolyn M. Norgard

Carolyn M. Norgard, Financial Manager

Notes Typed By: Kelli Ewing, Administrative Assistant