

Columbia River Fire & Rescue
Regular Meeting of the Boards of Directors
58611 McNulty Way, St. Helens OR 97051
And Virtual via GoTo Meeting
November 08, 2022, 6:30 pm

Regular Meeting: After due and legal notice the Regular Board meeting of the Columbia River Fire & Rescue Board of Directors was called to order by President Feige at 6:30 pm.

Present: Hans Feige, Mark Kreutzer, Gary Hudson, Kim McLane, Kelly Niles

Absent: None

Others: FC Medina, DC Sanchez, DC Holsey, DC Mendola, DC Smythe, Jennifer Motherway, Kate Lehner, FM Pederson, Jeremy Lehner, BC Gorsuch, J. Erickson, Rick Fletcher, R. Conrath, A. Schrotzberger, C. Culligan

Via Teams Meeting/Phone In: Lt. Hennigan, James Pulito, S. Raichel, B. Uhl, C. Booth, E Wonderly, G. Loveal, V. Haney, Kish, Kyle, Judy, Rainier Station, Concerned Citizen, RC, Kim, 503-516-2138, 971-270-6993

Flag Salute: President Feige led the flag salute

Closed Executive Session:

- Employment of Public Officers, Employees, and Agents ORS 192.660 (7)(a)
- Labor Negotiator Consultations ORS 192.660 (2)(d)
- Trade Negotiations ORS 192.660 (2)(g)
- Legal Counsel ORS 192.660 (2)(f)

Changes to the agenda: Medical Expense Reimbursement Plan (MERP) removed from the agenda.

Public Comment: None

Correspondence: None

CRFR Consent Agenda: Included in the consent agenda are the minutes from the Regular Board meeting on October 11, 2022. Director McLane moved to approve. Secretary Hudson 2nd the motion. VP Niles abstained from vote as he was not present at the last meeting. Chief Sanchez provided an overview of the Cash Flow Analysis and answered questions related to EMS revenue. Chief Sanchez also discussed the trend for the tax flow income, checks paid categories, new contracts, and re-evaluating current accounts such as Verizon. He discussed further detailed reports in January that would provide additional information.

Chief Officers Report: Chief Medina started the discussion touching on the Columbia Hills fire and the volunteers that responded. He spoke about volunteer numbers being down at agencies across the United States. Chief Medina discussed the meeting he had with Carey Wacker regarding the volunteer program and the steps they will be taking to enhance the program including having EMS only volunteers and possible non entry volunteers which monitor but don't enter a fire. Chief Medina commended BC Gorsuch on his management of the Columbia Hills fire saying he did an outstanding job.

Chief Medina discussed the upcoming graduation for the new recruits on November 10th at Warren Community Fellowship. Chief Medina spoke of meeting with individual staff members for setting KPI's (key performance indicators). That they will evaluate the efficacy of the actions that they take with a set of metrics so we can see how effective those things are for the overall success of the organization.

President Feige asked about the ASA and Chief Holsey gave an update. He stated that he had received notice today that the ASA contract had been extended for an additional 12 months. Chief Holsey went on to discuss his work with Fitz and Associates and the ASA plan development. His collaboration with Chief Marks, Chief Botsman, and the county to ensure the project sees its completion. Director Kreutzer asked about the contract period vs. the extension and Chief Holsey explained that the plan has to be submitted to the state for ratification and once it comes back, we have to reapply as an organization to be awarded contracts.

Chief Holsey explained that the extension allows for the plan development and time to get to the state for ratification then back to us so we can apply at the end of each ASA period.

Director Kreutzer asked about the academy and completing their required hours. Chief Mendola clarified that the call volume was short in certain months and so the recruits will be completing their hours in November so they can start doing their full probationary firefighter year.

Old Business: Chief Mechanic and Facilities Coordinator Jeremy Lehner gave a presentation on the status of the administrative building upgrade. He provided a detailed summary and slide show outlining the progress thus far. He discussed the doors on the exterior of the building being removed and sealed up with block that were previously a painted piece of plywood. The exterior of the building has been painted. Shrubs and weeds in the back of the property have been removed and a good neighbor cedar fence is going in. He discussed how the neighbor has been great to work with and is a really nice guy. The neighbor is looking forward to all the improvements and likes what he sees so far. Jeremy went on to discuss the interior walls being insulated and all the wires run so that they are in the walls vs. exposed. All new ducting in the building has been completed. The HVAC system was tested and is sufficient to remain and not be replaced. Each office will have ducting and a new return so the building will heat and cool as it should. The only change to the HVAC system will be the mini split for the server room. Every wall is going to be insulated with rock wool which is also fire resistant and 5/8 sheet rock on all walls throughout the building so no issue with sound transfer. Jeremy discussed the drop-down ceiling, new windows throughout the building and offices, lots of electrical outlets, a new electrical panel that is surge protected, and the exterior is wired for a generator. The purpose for that was in case there is a big event we can utilize the admin building for accommodating a mobile command trailer. Jeremy said the projected completion date is mid-December. Director Kreutzer asked if there had been any issues with permits or inspections with the City and Jeremy stated that there had been none other than losing the plans at the very start. President Feige inquired about the cost of project and Chief Medina stated the project was within budget and he would be provided a break down at the next meeting.

New Business: Chief Sanchez presented 2 resolutions for board approval.

Resolution #FY-22-23-17 (Authorizing A Tax Anticipation Borrowing for CRFR District, Oregon and Related Matters) Secretary Hudson made a motion to approve resolution FY-22-23-17, VP Niles 2nd the motion, all in favor, motion carries.

Resolution #FY-22-23-18 (Declaration of Intent to adopt the Standard Plan for an employer-offered equivalent plan with the Paid Leave Oregon Program) VP Niles made a motion to approve resolution FY-22-23-18, Secretary Hudson 2nd the motion, all in favor, motion carries.

Board Comments:

Director Kreutzer: Provided handouts on the SDAO EAP program and provided updates on the Oregon Fire Service Conference.

Secretary Hudson: Thanks to everyone.

VP Niles: Thanks to everyone.

Adjourn: 8:05 pm