

Columbia River Fire & Rescue
Regular Meeting of the Boards of Directors
58677 McNulty Way, St. Helens OR 97051
And Virtual via GoTo Meeting
October 12, 2021, 7:00 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 7:00 pm.

Present: Hans Feige, Mark Kreutzer, Kelly Niles, Gary Hudson, Kim McLane (via GoTo Meeting)

Absent: None

Others: Chief Medina, FD Nelson, DC Smythe, DC Holsey, FM Pedersen, R&R Motherway, Lt. Hennigan, BC Davis (7:10pm)

Via GoToMeeting: FF Fletcher, Chief Sharek, Kate Lehner, Lt. Schrotzberger

Flag Salute: President Feige led the flag salute

Changes to the agenda: None

Public Comment: None

Local 3215: President Schrotzberger noted that the union was looking forward to negotiations. A letter from the union to administration to open up negotiations will be presented in the next few days. All members are working at trying to stay healthy.

CRFR Volunteers: The EMR Academy will begin this weekend. Volunteers are doing a great job at stepping up and assisting. Chief Medina noted that the District is continuing to work at matching the skills of the volunteers to those of career. Based off of call volume, a majority of our services are EMS responses. This training requirement has been one in progress for the past several years. The EMR training will take place over three weekends.

Correspondence: Listing of Facebook posts were included in the Board packet.

Presentation by Systems Design West: Chief Medina noted that due to the vaccine mandate, the District lost two employees in EMS billing. This created an opportunity for a different option through outsourcing. Jenn Braus is the owner and CEO of Systems Design West which currently provides EMS billing services for SRFPD and Longview.

The presentation included information on the company, the contract and how the billing system/process would integrate with the District's reporting software ImageTrend Elite. Systems Design West takes on the administrative burden of EMS billing. They assist with GEMT billing, Medicare data reporting, and have cohesive support for the entire process.

She outlined a 12 step transition process, as well as a timeline to get the District established with them. There was a discussion about web page setup, custom reports, data security, and creating redundancies in staffing. The presentation ended at 7:45.

CRFR Consent Agenda: Included in the consent agenda are the minutes from the Regular Board meeting on September 14, 2021, checks 72975-73062 for \$676,185.46 and the financial statement as of August 31, 2021. VP Niles moved to approve. Secretary Hudson 2nd the motion.

There was discussion about checks to Clow Roofing, Rosenbauer, Knox Company and Blackbaud.

No further discussion. Unanimous vote, motion approved.

Chief Officers Report:

The Chief commented on the presentation by systems design West. Noting the contract for services would be discussed under new business. The new engines from Rosenbauer should be going online within the next month, training is beginning. There is progress on the ASA by Chief Holsey. Milestones, as outlined in his contract, are being achieved.

There was discussion regarding safety committee/NFPA recommendations for speed limits in our vehicles/apparatus. There were questions regarding deck systems and the significance of BAT7 designation.

Old Business:

A. FPAs with Longview Timberland

- a. There were two accounts that were not prepared in time for the last board meeting. Weyerhaeuser would like to sell properties in the District in the future for development. The County requires a Fire Protection Agreement to be in place before applications will be approved.
- b. Secretary Hudson moved to approve the fire protection agreements with Longview Timberland for tax accounts 21933 and 17763. Director Kreutzer 2nd the motion.
- c. Unanimous vote, motion approved.

New Business:

A. Professional Services Agreement: Systems Design West

- a. There was discussion about the presentation and the pros and cons of moving to a third party billing system.
- b. Director Kreutzer moved to direct Chief Medina to enter into a service agreement with Systems Design West to provide EMS billing services. Secretary Hudson 2nd the motion.
- c. No further discussion. Unanimous vote, motion approved.

B. St. Helens Station HVAC

- a. An updated proposal, adjusted for time and materials, was presented to the Board. The total cost is still projected to be under the \$18,000 budget at \$17,050. It is budgeted under facilities capital. The vendor is Absolute HVAC
- b. VP Niles moved to approve, Director Kreutzer 2nd the motion.
- c. No further discussion. Unanimous vote, motion approved.

C. Miscellaneous

- a. None

Board Comments:

VP Niles: Keep up the good work

Director Kreutzer: Oregon Fire Service Conference is coming up in Ashland. He is busy with the DPSST Fire Policy Council and building a house.

Secretary Hudson: Keep up the good work. He is hearing good things in the community.

Director McLane: Sorry she has been unable to attend in person. Her work schedule is crazy. She is also hearing good things. Keep it up.

VP Niles: Noticed on the CRFR website that many recruitments are going on including Volunteers, Firefighter/Paramedic and EMS Only. There was a short discussion on the growth of the District and the continued need for staffing.

President Feige: Keep up the good work

Being no further business, the meeting was adjourned at 8:14 PM.