

BANKS FIRE DISTRICT #13

13430 NW MAIN STREET, BANKS, OR 97106

REGULAR BOARD MEETING MINUTES

Meeting Date: Tuesday, February 13, 2024

Meeting Location: Banks Fire District #13, Hornshuh Creek Station #14 Training Room

Call to Order: Board Chair Kevin Henning called the meeting to order at 6:19 p.m.

Board Members Present: Kevin Henning, Clint Jackson, Mark Standley, John Wren, Pete Lux

Board Members Absent: None

Approval of Agenda (Action Item): John Wren made a motion to approve the February Agenda with the change to remove the Old Business – Board Policy Review.. Pete Lux seconded the motion. Voting for the motion: Mark Standley, Clint Jackson, Pete Lux and John Wren. Opposed: None. The motion carried.

Northwest Trail Alliance Litter Wheel Presentation: Sid Hugh from Northwest Trail Alliance presented a Rescue Litter Wheel to Banks Fire District. The Wheel donation was made possible by a donation from Susie Jurgensen of Welcome Home Realty. The Wheel is used to get injured people out of remote places. Mr. Hugh thanked Banks Fire District for keeping the parks and trails safe.

Approval of Minutes of Previous Regular Board Meeting and Emergency Board Meeting (Action Item): Motion by John Wren to approve the minutes from the General Session, January 10, 2024 as presented. Mark Standley seconded the motion. Voting in favor of the motion: Clint Jackson, Pete Lux, Mark Standley and John Wren. Opposed: None. The motion carried. Motion by Pet Lux to approve the minutes from the Emergency Board Meeting of January 23, 2024 as presented. Clint Jackson seconded the motion. Voting in favor of the motion: Clint Jackson, Pete Lux, Mark Standley and John Wren. Opposed: None. The motion carried.

Treasurer's Report: LGIP: \$1,743,928.14

General Fund:	\$	802,221.10
Capital Funds:	\$	619,345.68
Debt Service:	\$	212,309.54
Bond Projects:	\$	109,177.38

US Bank: \$68,041.47

Approval of Accounts Payable (Action Item): Motion by Mark Standley to approve Accounts Payable as of January 31, 2024, in the amount of \$257,334.57. Motion seconded by Pete Lux. Voting in favor: Clint Jackson, Pete Lux, Mark Standley and John Wren. Opposed: None. The motion carried.

Financial Statements Received by Board of Directors (Action Item): Financial statements were received and reviewed by the board. Motion by John Wren to receive financial statements of the district

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dated January 31, 2024. Clint Jackson seconded the motion. Voting in favor: Clint Jackson, Pete Lux, Mark Standley and John Wren. Opposed: None. The motion carried.

Information Items:

Chief's Report:

- The district had 68 calls in January which is a slightly above normal call volumes this time of year.
- Pulsepoint in up to 3,894 active users.
- The district had one transport in January. Transports demand from the district has declined and AMR appears to be doing better but this is partly due to the surge contract they activated with Metro West.
- We still have not seen a reimbursement from AMR for EMS supplies.
- Elsie Vinemaple Update:
 - Hamlet Fire Chief resigned last Thursday due to the controversy in Elsie.
 - Seaside Fire's Board approved a cost recovery program at their last board meeting.
 - Elsie's Board assigned Rob Davis (Vernonia Fire Chief currently on paid administrative leave) as the interim chief for Elsie.
 - Chief Reckmann of Cannon Beach Fire has offered to help Hamlet Fire.
 - Elsie has one volunteer consistently responding to calls. They continue to rely on their neighboring districts to respond to their calls.
 - Banks Fire responds when we can. We are responding only to the critical calls.
 - Volunteer Coordinator Hiring Process – 9 candidates were interviewed. Three of the nine will be interviewed tomorrow and we hope to have someone hired next week.
 - The large cabinet in the hallway has been installed.
 - BR14 chassis is in the transport process. It is scheduled to arrive approximately March 1st.
 - Service for Lieutenant Horning was very well attended. It was a closed service very nicely done.
 - District Awards Banquet was very well attended. We had many positive comments.

Training Officer Report:

- DO Haney will be attending a Training Officer Management course.
- Captain Cooper attended Safety Officer Incident Command course in Arizona.
- Three firefighters attended a wildland course at Station 290 in St. Helens.
- Working on instructors for the Spring Fire Academy.
- 14 people are interested in pumper operator certification. DO Haney will assist Gaston Fire with pumper operator academy in March. Banks Fire will likely host another pumper operator course after fire academy.

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- In service training is complete for the new hose and nozzles. All engines except for E15 have been outfitted with the new hose and nozzles.

Volunteer Coordinator Report:

- The district is reaching out to volunteers we haven't seen in a while to find out what it would take to see them more.
- We have approximately 6 to 7 recruits for next academy.

EMS Officer Report:

- EMR class is in full swing with 10 attendees. The class is made up from people from 4 different agencies including Banks Fire, Vernonia Fire, Columbia River Fire and Elsie Vinemaple Fire. All attendees are doing well and working on learning what it takes to be an Emergency Medical Responder.
- Washington County EMS has approached Banks to host a West End Multi Agency Training which is an annual training where various medical directors and EMS officers host skill stations for responders to practice their skills and learn new tips and tricks from the doctors and officers who oversee all aspects of EMS in Washington County. This training is open to all responders of the host agency as well as outside agencies.

Public Information Officer (PIO Scott Adams) Report:

- There have been some questions on social media regarding the groups that use Banks Fire training rooms and the district hosting these groups. PIO Adams responded that when the district rents (not host) the training room to an organization it does not imply any agreement or disagreement with any position taken by any group utilizing our facility.
- March 10th is the annual Volunteer Pancake Breakfast from 8am to 1pm. Volunteer Janet Spaulding is coordinating/organizing the breakfast, this is her second year doing this. Last year the prices were not increased but this year it was decided to slightly increase the prices to offset increasing costs. 4H has once again offered the use of their cook trailer. PIO Adams invited the Board to help sell tickets which has been a tradition at the breakfast for many years.
- The Elsie Vinemaple Board approached PIO Adams and asked if he would assist them as their PIO. PIO Adams declined except for any mutual aid calls with Banks Fire.

January Safety/Near Miss Report

- E13 was damaged in a backing event. While backing into the bay E13 ran into a piling and damaged the back corner of the engine. Backing was not coordinated correctly resulting in the accident. The cost to repair is approximately \$12K. The districts auto insurance will cover the cost to repair.
- One week after the backing issue, E13 became stuck in a rural driveway. It took 5 hours to dig the engine out.
- One COVID case reported in January.
- Several other types of sicknesses have been reported in the month of December including flu viruses and RSV.

Old Business

- None

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New Business:

- Board Conflagration Resolution 02132024A for 2023 Madras Pre-Positioning Plan was presented to the Board to receive unanticipated funds from the Oregon State Fire Marshal's Office for Banks Fire District's participation in this conflagration. Total revenue of \$9,712.51 was received; \$5,316.65 to be appropriated to personnel services and \$4,395.86 to be appropriated to Expenditures Apparatus Operations Fleet. John Wren made a motion to approve Resolution 02132024A as presented. Mark Standley seconded the motion. Voting in favor: John Wren, Pete Lux and Clint Jackson and Mark Standley. The motion carried.
- Board Conflagration Resolution 02132024B for 2023 Tye Ridge Complex Fire was presented to the Board to receive unanticipated funds from the Oregon State Fire Marshal's Office for Banks Fire District's participation in this conflagration. Total revenue of \$23,282.43 was received; \$12,968.93 to be appropriated to personnel services and \$10,313.50 to be appropriated to Expenditures Apparatus Operations Fleet. Clint Jackson made a motion to approve Resolution 02132024B as presented. Pete Lux seconded the motion. Voting in favor: John Wren, Pete Lux and Clint Jackson and Mark Standley. The motion carried.

Audience Response:

- None

Good of the Order:

- Chief Linz informed the board that they had each received copies of the District's 22/23 Audit in their Board Books. He asked them to review and if necessary, we can have our auditor come out to discuss at a future meeting.
- Chief Linz informed the Board of a new requirement from the State of Oregon that each Board Member must take a Public Meeting Law Training course. This training must be completed once per elected term. The training taken must be approved by the Oregon Government Ethics Commission (OGEC) and currently there are no training courses available that meet this requirement. Kari has signed up to be notified once these courses are available and she will pass the information on to the board once there are approved courses available.
- Board Member Wren inquired about Board Members collecting ticket money at the breakfast. He stated that a patron at last year's breakfast stated that the board should not be collecting money for a nonprofit. PIO Adams said that is not a requirement that the board participate but it has always been a tradition.

Adjourn Meeting: There being no further business Vice Chair Mark Standley adjourned the meeting at 7:32pm.

Pete Lux
Secretary

Kari Erwert
Recording Secretary