



# BLACK BUTTE RANCH R.F.P.D.

## BOARD OF DIRECTORS MEETING

May 24, 2018

*Rodger Gabrielson called the meeting to order at 09:02 a.m.*

### **Board of Directors:**

- ✓ Don Bowler
- ✓ Rodger Gabrielson
- ✓ Dave Gibson
- ✓ Tom Sawyer
- ✓ Larry Stuker

### **Administration:**

- ✓ Chief Dan Tucker
- ✓ Deputy Chief Dave Phillips
- ✓ Jamie Vohs

### **APPROVAL OF MINUTES**

**Motion:** Larry Stuker moved to accept the February 22, 2018 meeting minutes as presented, seconded by Tom Sawyer, unanimously passed.

**Motion:** Larry Stuker moved to accept the March 22, 2018 meeting minutes as presented, seconded by Don Bowler, unanimously passed.

**Motion:** Tom Sawyer moved to accept the April 26, 2018 meeting minutes as presented, seconded by Don Bowler, unanimously passed.

### **REPORTS**

#### **Treasurer Report**

The following was discussed during the Treasurer's Report:

- The \$4077.51 for fitness equipment was a budgeted item. Another invoice will show up on May's purchase journal for the remaining balance.
- The purchase to Deschutes Window and Door was for new interior doors for the upstairs (bedrooms, bathrooms and entrance/exit doors). Vendors were researched prior to deciding on this vendor.
- Rodger inquired how the mileage reimbursement cap of \$225/\$450 was determined as the The Ranch is considering providing some ranch employees a mileage stipend.
- The department is expecting to see more tax revenues come in. Jamie believes tax revenues in June will be an additional \$75k.

**Motion:** Don Bowler moved to accept the April 2018 financial reports as presented, seconded by Tom Sawyer, unanimously passed.

## **Chief's Report**

### **Fire and Ambulance Report – Deputy Chief Phillips**

April 2018 the department responded to 26 calls, 9 fire, 14 medical with 5 transports and 3 move-ups. 11 mutual aids were given.

- The department responded to an apartment fire in Redmond. 851 was needed for its ladder.
  - There was a minor glitch with the apartment fire in that Redmond Fire had originally called BBR's crew off, but it was not heard. Sisters-Camp Sherman Fire offered to send an ambulance out to The Ranch but D/C Phillips declined the offer because he had backfill already.
  - D/C Phillips recognized the staff that responded to the fire on how well they exercised the correct process in cleaning up their gear and apparatus.

### **Chief Tucker discussed:**

#### ***Interagency Coordination Committee (ICC) - Update***

*Duty Chief Coverage* – Chief Tucker is 4<sup>th</sup> in rotation out of 5 Chiefs. Currently, Chief Craig from Sisters-Camp Sherman Fire is the acting Duty Chief. Each rotation lasts a week long. Acting Duty Chief has been an adjustment for Chief Tucker as he is used to getting texts when calls come in for BBR RFPD. Now he has to be more attentive to radio traffic and listen for calls that pertain to Sisters-Camp Sherman Fire and Cloverdale Fire Department.

Last time Chief Tucker was Duty Chief lightning hit areas of Central Oregon. This led to some discussion on lightning and current technology. Highlights of the discussion are as follow:

- The lightning technology the Forest Service was previously using went back to the East Coast.
- There are other resources in determining lightning strikes like Interra.
- Weatherbug has also been a good resource.

#### ***Radio System - Update***

Radios are still being installed in the apparatus. The new radio system will not officially be used until the fall to allow staff time to learn and understand them.

#### ***Staffing- Update***

Captain Cearns has accepted a position with Umatilla County Fire District #1 as the Division Chief of Training. His last shift is June 23, 2018.

Our 4<sup>th</sup> year student, Alex, recently accepted a position with a fire department in The Dalles. He also has a potential job offer with Cottage Grove.

The three new Resident Volunteers are EMT's.

## **President's Report**

Rodger will be presenting at the Annual BBR Homeowners Meeting. He will discuss the following:

- Pine needles
- Senate Bill 360
- The Milli Fire
- ISO new rating

- FEMA Grant

*Rodger Gabrielson adjourned the board meeting at 9:30 a.m.*

*Rodger Gabrielson called the budget hearing to order at 9:30 a.m.*

- Note, no one showed up for the budget hearing.

*Rodger Gabrielson adjourned the budget hearing at 9:31 a.m.*

*Rodger Gabrielson adjourned re-opened the board meeting at 9:31 a.m.*

## **OLD BUSINESS**

### **Policy Review – Fire Captain/EMT Paramedic Job Description Update**

**Motion:** Larry Stuker moved to adopt the Fire Captain/EMT Paramedic job description as presented (with correction to the spelling error), seconded by Tom Sawyer, unanimously passed.

## **NEW BUSINESS**

### **Resolution 2018-0524-R-002 (Adopt, Appropriate, Impose & Categorize 2018/2019 Budget)**

Rodger Gabrielson read Resolution 2018-0524-R-002 as presented.

**Motion:** Don Bowler moved to approve Resolution 2018-0524-R-002 (Adopt, Appropriate, Impose & Categorize the Tax) for the 2018/2019 Budget, seconded by Larry Stuker, unanimously passed.

### **Budget Committee & Civil Service Commissioner Appointments**

**Motion:** Larry Stuker moved to appoint Doug Knudsen and Dave Sullivan to the Budget Committee (for another term) and Dave Sullivan to the Civil Service Committee (for another term), seconded by Don Bowler, unanimously passed.

## **GOOD OF THE ORDER**

### **Prescribed Burns**

It was asked if the Forest Service has specific goals with regard to how many acres they plan to burn this season. Chief Tucker stated the Forest Service always has a plan of what they are going to burn given weather. Chief feels they probably didn't get through everything they had originally planned for this year. This time of year, the FS has not been given authorization to staff-up which means they are limited on their resources.

### **Active Shooter Drill**

BBR RFPD recently participated in the Active Shooter Drill at Sisters High School. Chief Tucker thought the drill went very well and allowed for bugs to be worked out.

### **Classes**

Larry Stuker recently attended a Stop the Bleeding Class. He felt it provided very good information.

D/C Phillips has made arrangements to offer a Matter of Balance Class at BBR RFPD. This class consists of eight 2 hour sessions with a Physical Therapist attending a couple of the classes.

Larry attended a Senior Fair and thought it provided a lot of good information.

The department may want to consider offering a class on smoke detectors and carbon monoxide detectors. There seems to be a need for this type of education.

Rodger asked if Jamie could put the ISO determination letter on the website.

**NEXT MEETING DATE**

Next Board Meeting is June 28, 2018 @ 9:00 a.m.

**ADJOURNMENT**

*Board Meeting Adjourned 10:00 a.m.*

**OFFICIAL MEETING MINUTES**

Approved by Tom Sawyer

Don Bowler

Date: June 28, 2018