



BLACK BUTTE RANCH R.F.P.D.

BOARD OF DIRECTORS MEETING

January 27, 2022

Due to the COVID-19 pandemic, this meeting was done by teleconference. Information for this meeting was as follows:

<https://us06web.zoom.us/j/84569296484?pwd=VDZlaEwyd1k5WTJpVUZ3QTcrREIVZz09>

Phone: +1 (253) 215-8782, Meeting ID: 845 6929 6484, Passcode: 687040

Rodger Gabrielson called the meeting to order at 9:05 a.m.

Board of Directors:

- ✓ Don Bowler (*joined at 9:10 a.m.*)
- ✓ Rodger Gabrielson
- ✓ Dave Gibson
- ✓ Tom Sawyer
- ✓ Larry Stuker

Administration:

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

APPROVAL OF MINUTES

Motion: Tom Sawyer moved to accept the November 18, 2021 meeting minutes as presented, seconded by Larry Stuker, unanimously passed.

REPORTS

Treasurer Report

Motion: Tom Sawyer moved to accept the November and December 2021 financial reports as presented, seconded by Dave Gibson, unanimously passed.

Chief's Report

Fire and Ambulance Report – Chief Tucker

December 2021, the department responded to the following:

- 39 total calls
- 2 fire
- 17 medical
- 11 transports
- 2 air transports
- 3 move-ups
- 17 public assist
- 10 mutual aids
- Year-to-date calls 364 (64 more than YTD 2020 and 13 more than YTD 2019)

November 2021, the department responded to the following:

- 21 total calls
- 1 fire
- 13 medical
- 3 transports
- 1 air transports
- 0 move-ups
- 7 public assist
- 7 mutual aids
- Year-to-date calls 325 (58 more than YTD 2020 and 3 less than YTD 2019)

Chief Tucker added a chart to the report identifying the average call per month for the past three years.

D/C Phillips stated there has been an increase in mutual aid over the fall. He noted that one asterisk means ground transport to LZ, and two means Sisters-Camp Sherman calls.

**Chief Tucker discussed:
COVID-Omicron Update**

The department mitigated through the surge of recent positive COVID cases. Those who had it experienced mild symptoms. Chief Tucker made a flow chart based on CDC guidelines on what to do if someone shows symptoms and/or tests positive. Chief Tucker ordered 40 antigen tests to test staff here at the station. The department also received another 40 from the county that is to be shared with Sisters-Camp Sherman and Cloverdale. Chief Tucker made it known that if someone tested positive on a PCR test that they would most likely test positive 90 days out on a PCR test.

President's Report

Rodger reported that the USPS four free at-home COVID test program does not work for BBR residents because BBR is considered a commercial entity due to the on-sight post office. Rodger sent an email off to a congressman expressing the situation.

Rodger stated that recently the Daily Dispatch had a job listing for a Defensive Space Inspector. He also noticed that LaPine Fire is advertising for Entry Level/Lateral Firefighter/Paramedic with no residency requirement.

**OLD BUSINESS
GM 13 – Update**

Chief Phillips and Captain Ahrendt have started going down the path of prioritizing the improvements that need to be done to GM13.

Chief Tucker provided a report to the Board that Central Oregon Home Inspections completed. Don Bowler had recommended this company to help identify repairs and/or recommended maintenance on the home. Chief Tucker's gut feeling is it may take \$120-\$130K to get the home into the shape it should be. Chief also thought it might be best to bring in a licensed contractor to see what it would truly cost to bring it back whole.

This year, the 2021/2022 budget has only \$40K allotted for repairs.

Chief mentioned one potential problem is that the home has four-foot floor joist spacing.

The history of GM13 and GM172 home is as follow:

- The Fire Chief at the time was living in a different property on the Ranch before to GM13, and GM 172 were built. Chief Tucker thought the Fire Chief was provided a housing allotment at the time.
- GM13 became the home where the Assistant Chief lived in.
- Corky Webb (Assistant Chief) lived in it for some time, and when he left, John Fowler moved in it. After Fowler was Tim Demers. Tim petitioned to move off the Ranch, which then Justin Waalkes moved in.
- GM172 started with Chief Churchill, then Chief Sherrell, then offered to Chief Tucker. Chief Tucker petitioned to live off the Ranch since he already had his home in Sisters. It was then offered to Chief Lilly, and now Chief Phillips resides in it.

The BOD's felt it would be best to have a "workshop" to discuss options for the future of GM13 and GM172. A workshop would allow for some time to have a contractor come in and inspect the home to provide a good/rough estimate of the scope of the repairs.

It is budget season, so having some estimates allows for better preparation of the 2022/2023 budget.

NEW BUSINESS

GM 172 – After DC Phillips Retires

There is a possibility that GM172 could be open once D/C Phillips leaves. If the interior person applying for the Deputy Chief position gets it, he will want to remain in his current residence. The internal candidate will not take the position if he is required to live on the Ranch. With that said, the testing process will be open to the public, and the department will hire the best candidate. If it is not the internal person, the outside candidate may want to live in the home.

Chief Tucker asked the questions to the BOD's:

- What would the board wish to do with the residency requirement?
- Are you open to the Deputy Chief living without the restriction of living on the Ranch?

Chief Tucker asks these questions in looking forward to when he officially retires and having GM172 available for the next Fire Chief.

Larry expressed hiring the best person and didn't want a requirement like having to live on the Ranch keep the District from getting that person. Larry also asked if the BOD's have a role in hiring the Deputy Chief? Chief Tucker stated, not really in that the department follows the hiring process in place to get the candidate for the position.

Chief Tucker and Rodger complimented Chief Phillips on his ability to be such a good ambassador for the department here on the Ranch.

The consensus of the BOD's is that living on the Ranch should not be a requirement.

Discussion on the tax implication if the living requirement is removed and then a Chief and/or Deputy Chief ends up moving into one of the homes. Is there then a tax implication to them now? It might be best to leave the requirement but wave and state “open to negotiation” or “required, but negotiable” or even “waived.”

Deputy Chief Job Description Update – Approve (added to agenda 1/27/22)

Chief Tucker present to the Board an updated job description for the Deputy Chief position. Some of the changes included:

- Adding the “or” section in IV under minimum qualifications. Rodger asked if this change is consistent with other departments?
- Removal of Division/Group Supervisor qualified or higher and added Strike Team/Task Force Leader qualified or higher.
 - If someone comes in with Division/Group Supervisor qualification, it will be good but not necessary. The benefit of someone trying to get Division/Group Supervisor certification is that they will learn under fire managers in our area.
- Residency used to state: Residency within district owned housing is required due to job requirements regarding duty chief coverage and availability.
 - The proposed new language states: Residency shall be within 40 minutes of the district boundaries.
 - With regard to the Duty Chief with Northwest Fire, the 40 minutes works as Sisters-Camp Sherman Fire has also relaxed on the requirement.

Motion: Larry Stuker moved to approve the updated Deputy Chief Job Description with the only change being changing the residency language to “Residency within district owned housing may be required due to job requirements regarding duty chief coverage and availability. If waived, residency shall be within current recognized limits or as set by the board of directors.”, seconded by Tom Sawyer, unanimously passed.

Resolution for SDAO Matching Grant – Approve

Motion: Larry Stuker moved to approve Resolution 2022-0127-R-A as presented, seconded by Tom Sawyer, unanimously passed.

General Liability Insurance w/SDAO – Review

The 2022 SDIS Property/Casualty Insurance Renewal documents were presented to the Board. Jamie stated that her last conversation with Steve Silva, account manager for WHA Insurance, thought the district was too low at \$246/sq. ft. for replacement of station if it were to be a total loss. The recommendation by Steve was to get to \$300/sq. ft.

Tom inquired if the general liability insurance policy could get on a fiscal year versus calendar year cycle. Jamie will inquire.

It was recommended that Steve join the March board meeting to discuss with the Board.

GOOD OF THE ORDER

Civil Service Document Update

The Civil Service Rules were updated and approved by the Civil Service Commission on December 21, 2021. It has been ten years since the rules had been updated so it was time.

Larry asked for a copy of the approved document, which Jamie will get for him.

Christmas/Awards Banquet

Chief Tucker stated he is still looking at another date for the Annual Christmas and Awards Banquet since the last date had to be cancelled due to the rise in COVID cases.

NEXT MEETING DATE

February 24th, 2022

ADJOURNMENT

Board meeting adjourned at 10:08 a.m.

OFFICIAL MEETING MINUTES

Approved by Tom Sawyer

Don Bowler

Date: February 24, 2022