



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

## BOARD OF DIRECTORS MEETING

November 17, 2022

*Due to the COVID-19 pandemic, this meeting was offered electronically. Information for this meeting was as follow:*

*<https://us06web.zoom.us/j/88218162881?pwd=TI15cVJGZnYvOHJlWEZMai9NWm11dz09>*

*Meeting ID: 882 1816 2881 | Passcode: 190569 | Phone: +1 253 215 8782 US*

*Rodger Gabrielson called the meeting to order at 9:09 a.m.*

### **Board of Directors:**

- ✓ Don Bowler (arrived at 9:47 am)
- ✓ Rodger Gabrielson
- ✓ Dave Gibson
- ✓ Tom Sawyer
- ✓ Larry Stuker

### **Administration:**

- ✓ Chief Dan Tucker
- ✓ Deputy Chief Jason Ellison
- Jamie Vohs

### **APPROVAL OF MINUTES**

**Motion:** Tom Sawyer moved to approve the October 27, 2022 meeting minutes as presented, seconded by Larry Stuker, unanimously passed.

### **REPORTS**

#### **Treasurer Report**

- Rodger inquired on the following of the Treasurer Report:
  - Budgeted training scholarship for \$110,000
  - \$1959.74 Mastercard charge – a portion of that amount is for Blue Card training

**Motion:** Tom Sawyer moved to approve the October 2022 financial reports as presented, seconded by Dave Gibson, unanimously passed.

#### **Chief's Report**

#### **Fire and Ambulance Report – Chief Tucker**

October 2022, the department responded to the following:

- 28 total calls
- 3 fire
- 15 medical

- 4 transports
- 0 air transport
- 4 move-up
- 6 public assist
- 15 mutual aids
- Year-to-date calls 297 (7 less than YTD 2021 and 56 more than YTD 2020)

Two possible structure fires on the Ranch: a cooking incident and a flue fire. Mutual aid given increased due to weather and the loss of summer staffing.

**Chief Tucker discussed:**

**Strategic Plan & Goals**

**Report on Sisters-Camp Sherman RFPD process**

Chief Tucker, D/C Ellison, Jamie, Captain Earnest, Director Sawyer, and Director Stuker attended Sisters-Camp Sherman’s strategic plan process last week. Their process was extensive, including people from Sisters School District, the Sheriff’s department, the City of Sisters, etc.

Larry gave a recap of his experience attending Sisters-Camp Sherman’s strategic plan and suggested a goals criteria strategic plan for BBR RFPD. He also felt it is important to have a training plan as well. D/C Ellison met with Sisters-Camp Sherman and Cloverdale Fire and developed a detailed training plan for the next twelve months. The intent is for D/C Ellison and D/C Craig (from Sisters) to take on the role of Training Officer. They will study the objectives and strategies, and the staff will do the tactics.

Tom inquired about the outreach program with Sisters High School and if it is still active. The instructor who taught the Fire/EMS program is no longer there. D/C Craig is working with Sisters High School to try and recreate the Fire/EMS program.

The group established to work on the BBR RFPD strategic plan will meet on December 15, 2022. This first meeting aims to identify how to develop the strategic plan. January will be the actual development of the strategic plan.

**Chiefs Interviews for entry-level FF/EMT-P**

Chief Tucker completed the promotional process after the last board meeting by having the Civil Service Commission sign off on it. F/F Guintu is temporarily stepping in for the open FF/EMY-P position.

Chief Tucker also asked the Civil Service Commission to move forward with interviewing candidates for the entry-level FF/EMT-P position. Chief Tucker has asked that D/C Ellison do the next round of interviews.

**Firewise Report**

D/C Ellison was unable to attend the last Firewise meeting. However, Susan briefed him on the meeting. The application for Firewise has been re-submitted to become a Firewise community again. Over \$400,000 worth of volunteer work between community members,

the Ranch, meetings, and outreach. The Firewise document is going before the board this Friday. Not sure if it will be approved or not.

The Oregon State Fire Marshal's will soon offer a fuels mitigation grant soon.

D/C Ellison spoke with Heather Miller, a risk reduction representative for OSFM. She stated there is an organization willing to come out and speak at a Firewise meeting or a Ranch meeting to talk through some of the "why's" of homeowner insurance.

### **President's Report**

No report.

### **OLD BUSINESS**

#### **GM 13 – Update**

D/C Ellison and Director Sawyer will present a proposal to the Ranch Board asking them for \$60,000 for GM13. The District presented a letter to the Ranch with two options:

1. BBR RFPD keeps GM13 for long-term employee benefit
2. Collaborative agreement of the \$60,000 proposal

D/C Ellison plans to attend the BBR finance meeting, and if they approve the \$60,000 proposal, he will attend the Ranch board meeting, where it will also be presented.

#### **Request for Fire Protection Service – TL-1409170000301 (Update)**

Chief Tucker met with Chad Bettsworth and has asked Chad to have their attorney write up the contract (basing it on the Glynn/Boyer fire contract).

Chief Tucker also met with Dave Hyland to review ISO to understand what could affect ISO rating. Dave's advice was to ensure the dwelling has at least a 4,000-gallon tank of usable water. Having this would ultimately give them an 8b rating. The District would then be dual rated of 3 and 8b.

Chief Tucker also let the Glynn/Boyer know of the 4,000-gallon tank requirement.

ISO evaluation rating is looked at every ten years. If the District can get the contracts pinned down within six months, Dave Hyland can put them into ISO without having to complete a re-rate for the District. 2018 was the last re-rate.

### **NEW BUSINESS**

#### **VEBA-HRA Proposal from Director Sawyer – tabled the last meeting to this meeting**

**Motion:** Tom Sawyer moved to increase administrative staff HRA VEBA employer contribution from \$200 to \$500 starting January 2023, seconded by Dave Gibson, unanimously passed.

**GOOD OF THE ORDER**

**Christmas Brunch Saturday, December 17, 2022**

The consensus of the Board is to move the Christmas brunch from December 17 to December 18, 2022.

**NEXT MEETING DATE**

**Schedule for December 22<sup>nd</sup>, 2022 – Just FYI, we typically skip the December meeting to allow for family time through Christmas**

The consensus of the Board is not to have a December board meeting. The next board meeting will be on January 26, 2023.

**ADJOURNMENT**

*Board meeting adjourned at 10:03 a.m.*

**OFFICIAL MEETING MINUTES**

Approved by Tom Sawyer

Larry Stuker

Date: January 26, 2023