

**TURNER FIRE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

October 15, 2020

Virtual Zoom Meeting

7605 3rd St SE, Turner OR 97392

Meeting called to order by President Humber, at 1830 hours. Board members in attendance virtually or by phone were, Ed Humber, Chuck Roberts, and Claude Kennedy was present in person. Absent: D. Craig Anderson, Gene Schaefer. Staff Present: Chief Jon Remy, Rebecca Shivers Singleterry. Virtual: Asst. Chief Jordan Donat. Guest: none.

Flag Salute: yes.

Agenda: Agenda approved as presented.

Minutes: The minutes for the September 17, 2020 regular board meeting were approved as presented.

Action: *A motion to approve the minutes presented was made by Director Kennedy and Director Roberts seconded the motion and with no other discussion, the motion carried with 3 yea votes, 0 nay votes.*

Public Comment (agenda items): None.

Secretary/Treasurer's Report: None, in packet.

Board Committee Reports:

1. Board Policy Review Committee – No Report.
2. Budget Committee – No Report.
3. Personnel Committee – No Report.
4. Education Committee – No Report.
5. Turner Land Use Committee Representative – No report.
6. Urban Renewal Committee Representative – No report.

Old Business:

1. Ambulance Procurement update – Assistant Chief Donat
 - a. Getting closer; chassis issue update – figured out the issue and progressing on updating the programming to fix.
 - b. Training and outfitting new medics' next step; ready to rollout

New Business:

1. Hiring process update – Assistant Chief Donat
 - a. The position closed on 9/4/20 and the hiring assessment concluded earlier today, 9/17/20. We had two candidates who went through the full assessment process which included an EMS assessment, Apparatus Operator test, interview panel, and agility test. Both candidates have been invited to the chief's interview next week. The process went well, and we will update the board on hiring decision.

- b. Discussion ensued with Director Anderson asking if both the candidates were local, Chief Donat shared their locations, both in state candidates.

Chiefs Report:

1. Strategic plan – asked board to be thinking about next goals.
2. City lease – last month spoke about the process; city is now ready to sign 3-year lease with a 90-day notice. Wants to proceed with this before hiring 3rd officer. They will have a meeting next week to begin the process on planning when to occupy the space.
3. Congratulations to Chief Donat for a successful ambulance procurement and hiring process. Moving on to focus on the details of the strategic plan and brining Chief Donat up to speed. It requires a unique skill set to be developed and this is a prime opportunity.
 - a. Focus is on small fire districts relative to the board. We are ready to provide guidance and leadership as necessary, expect changes to happen. We do not want to lose what we have already accomplished with the relationship between the current fire chief and the board. Chief Remy sent out the plan with updates in color ink; please let us know if you did not receive that yet. Over the next few months, we will continue to put pressure on Chief Donat and the board to work on what the next 5 years look like in the strategic plan.
4. All development projects are good. Fire Marshal Crosiar is working with the schools to achieve and maintain fire safety programs.
5. Duty officers are continuing with a modified schedule due to the pandemic. We are doing small group drills. EMS training is harder since this model could continue through the end of 2020. We will see how it goes we anticipate EMS drill continuing through virtual training until further notice.
6. Grant writing:
 - a. Rebecca introduced us to Blake Jamieson our grant writer and we applied for the CRF Federal grant for a total of \$235,000. We will update if we are successful in receiving that funding.
 - b. As policy makers it represents a fully unanticipated receipt of \$235,000 which equals more than a third of what we owe on the property next door. Would like everyone to do strategic thinking as we plan for the next 5 years.
 - c. Blake is researching several other grant opportunities with an eye toward a new public safety center here in Turner.
7. Audit: Business as usual, they were on site today and everything is proceeding normally. We will keep you updated when the final reports are released.
8. Question presented by Director Kennedy: Where is the City at in a change of occupancy for building 7? Discussion ensued on whether we have received notice yet and if we will be updated.

Volunteer Association: President Humber asked if any updates, Chief Remy shared the association is working on letter to the community and potential of whether there is an Open House; committees are meeting to discuss next steps. Also shared they raised over \$20K in donations for firefighter families impacted by the fires in the canyon, it was much appreciated.

Information:

1. Correspondence – none.
2. Good of the Order – Director Roberts shared idea about the district consider donating old medic to agency that has lost their apparatus or have been devastated during the fires. Discussion ensued regarding possible uses for current medics going out of service; support services, sell, donate as surplus. Let the chief have freedom to look at options and methods of disposal or surplus; “keep the river flowing, share with others as they have shared with us”.

Public Comment (other than agenda items): none

Next Meeting: The next meeting will be November 19, 2020 at 6:30 pm for the regular board meeting; to be held at the fire station located at 7605 3rd St SE Turner unless otherwise stated in meeting notice.

Adjourn Session: The regular meeting of the Board adjourned at 1909 hours. **Action:** *A motion to adjourn from Director Roberts and motion seconded by Director Kennedy, motion carried unanimous with 3 yea and 0 nay votes.*

Board President

Board Director