

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

October 18, 2018

7605 3rd St SE, Turner OR 97392

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

Flag Salute: yes.

Agenda: Agenda approved as presented.

Minutes: The minutes for the September 20, 2018 regular board meeting were approved as presented.

Action: *A motion to approve the minutes as presented by Director Anderson and Director Schaefer 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 – Director Anderson reported the committee will meet every quarter, next meeting this December. The Ball Bros. property purchase has been finalized; environmental investment and assessments are clean so far; the city has applied for a business loan through the state; they have been in discussion with Pratum Coop, goal to open as a service station and this is still in the very early stages. Director Anderson reported on the food cart that is now open, goal is to keep them open yearly so working on an indoor option for them; Also reported on federal funding for repairing Chicago, Delaney streets, again this is in the very early stages; the long term goal is redeveloping Ball Bros. property – creating a visitor center/historical area back in the grain portion. The bakery will most likely open after the first of the year, the mercantile is opening very soon.

Old Business:

1. Civil Service Plan – Chief Remy reported we meet the requirement with the hiring of the FM position to activate the civil service plan. Next step is to recruit members for the commission; also reported only have to have meetings if there is business. It is important to have the right people, discussion ensued on who to ask to serve, requirements, terms, our plan, rules and what

the district must do. After discussion, board agreed to brainstorm ideas for candidates, reach out to them and then bring names to the November meeting to establish the commission.

2. Audit update – Chief Remy reported the auditors will be on site on 10/23/18.
3. Server update – Chief Remy reported it is going well, we are about 95% complete with the project.
4. Vacancy board director update – Discussion ensued on the number of candidates who have sent in letters for the vacancy, when to decide, when to interview candidates, and after review the board agreed to continue to receive letters of interest through the deadline date and push interviewing candidates out till January meeting. Board members asked what the rules for interviewing were and Chief Remy shared the candidates would need to be interviewed in a public meeting if all the board members were present. Further discussion whether there was a need for the full board to interview ensued. Board agreed to have the already existing Personnel Committee handle the interviews (Director Anderson and Director Schaefer), select candidate by January 2, 2019 by the Personnel Committee, and invite the candidate to the January meeting for board appointment.
 - a. Staff was asked to notify all candidates to date and let them know the next steps in the process. Chief Remy stated he would handle this.

New Business: none.

Chiefs Report:

Chief Remy:

1. Board vacancy – already spoke to this matter under Old Business.
2. Civil Service Commission – taking the consideration of candidates seriously, important.
3. DEQ complaint – reported that an official complaint was reported on the fire district washing FOAM down the drains on the apron. Chief Remy spoke to DEQ about the complaint, commercial operation and the rules about washing vehicles; not legal to wash trucks with soap, runs into the creek. After discussion and review, we will not be washing our vehicles with soap and will work on setting up a wash area in the gravel on the north end of the station.
4. Val View – reported on Westwood subdivision; city is engaged with the fire district in detail conversations between city manager and mayor; working to create a gravel emergency access point during the construction and building process.
5. Two official complaints – have received two official complaints against ambulance service and after research discovered were not about our ambulance but outside agencies. Had to meet with two families, very uncomfortable; remember when we did not have an ambulance service, now we have a second medic when we can, pleased by the care be giving on TFD ambulances. Question by President Humber about sending our medics out of district more often; Chief Remy stated we do, true; that is why the importance of our second medic being in service here.
6. AO Test – reported the next apparatus operator test will be here in early November.
7. First Net is here – reported we are moving towards the service for first responders and agencies; more information will be forth coming.
8. Tanglewood Association – reported went with Director Kennedy, went prepared; it was received well; goals were met.

AC Donat:

1. Introduced new Fire Marshal, Amber Cross, rank of Division Chief, Prevention. She is getting up to speed; thanked the board for the hiring of this position.
2. AFG – Assistance to firefighters grant through FEMA, working on this with Rebecca and Chief Remy; looking for funding on new SCBA's, we are almost at the end of life with our current SCBA's, they have a 15 year life span, ours are good through 2020; applying for the grant, looking at the next generation of SCBA technology.
3. Ambulance spec – working with vendors, refining the spec to get accurate quotes; will continue to work on this and keep everyone updated.
4. Water/Lake recue – shared the Emily remote control rescue boat is a go, will be heading to AZ with Aaron Bale from the City of Turner to do training with our boat first week of November. Then will bring the training here to our people; discussion about where the boat would be housed, explained there will be a building put in at the lake that will be secure and access for both the fire and the city will be set up.

Volunteer Association: No report. AC Donat shared if they were here to report they would tell you they are gearing up for the open house and Toy & Food drive.

Information:

1. Correspondence – None
2. Good of the Order:
 - a. Director Anderson asked questions about the article in the newspaper regarding Salem Fire District moving to video laryngoscopes. Chief Remy reported it is the wave of the future, we will be looking at this option as we work on new equipment for the new ambulances.
 - b. Director Anderson stated the number of training hours & certifications and the names of the volunteers and staff that earned them announced at the swearing in ceremony was mind boggling/impressive.

Public Comment (other than agenda items): None

Next Meeting: The next meeting will be November 15, 2018 at 6:30 pm to be held at the fire station located at 7605 3rd St SE Turner.

Adjourn Session: The regular meeting of the Board adjourned at 1932 hours. **Action:** *A motion to adjourn from Director Anderson and motion seconded by Director Schaefer, motion carried unanimous with 3 yea and 0 nay votes.*

Board AIC President

Board Secretary/Treasurer