

POLK COUNTY FIRE DISTRICT NO.1
Board of Directors
May 14, 2020
6:00pm – Central Station

LOCATION: Meeting will be streamed at the Central Fire Station, 1800 Monmouth St. Independence, OR 97351, where public comment will be allowed. Majority of the Directors will be remote.

President Mike Lippsmeyer	Chief Ben Stange (at Station 90)
Vice President Jeff Hamilton	DC Neal Olson
Secretary Cord Von Derahe	DC Mike Mayfield
Director Freeman Stutzman (at Station 90)	Office Administrator Susan Shepard
ABSENT:	Office Assistant Mary Carlson
Director Curtis Cole	

President Lippsmeyer called the meeting to order at 6:00pm and proceeded with a roll call for the Board Members:

Vice President Hamilton – here
Director Stutzman – here
Secretary Von Derahe – here
Director Cole – Absent
President Lippsmeyer – here

President Lippsmeyer asked for a moment of silence to honor former Fire Chief Darrell Patterson.

President Lippsmeyer stated anyone wishing to address the Board to please sign the sheet on the back table with you name and topic that you would like to discuss. He added the Meeting Minutes will be recorded and kept for 60 months.

Open for public comment on any of the Agenda items.

CONSENT AGENDA:

- 1) Board Agenda
- 2) Approve April 7, 2020 Regular Board Meeting Minutes
- 3) Financials:
 - 3a. Approval of disbursement for April 1-30, 2020
 - 3b. Finance report for the month of April 2020

President Lippsmeyer – Asked how the Board would like to take the Agenda.

Secretary Von Derahe – Stated to take the Agenda as a whole.

Vice President Hamilton – Second.

President Lipsmeyer – All in favor, none opposed, carried – Agenda approved.

UNFINISHED BUSINESS:

a) Standard of Cover Update – Standard of Cover Goals and Service Objective

Chief Stange stated that this section identifies the response time performance Goals and Service Level Objectives for the Fire District.

- **TURNOUT TIMES** – The Turnout Time is the interval between the receipt of an alarm by the District and initial response.
- **RESPONSE TIME FOR EMS CALLS** – The Districts goal is to have some type of resource on scene anywhere in the District within 15 minutes. This could be a medic, volunteer engine or duty officer.
- **EFFECTIVE RESPONSE FORCE** – Chief Stange reviewed Goals for Initial Attack and Full Effective Response Force and there are no changes for the Goals.
- **FIRES PER CAPITA** – The District goal is to maintain a number of structure fire incidents per capital equal to or less than the State of Oregon.
- **PROPERTY LOSS DUE TO FIRE** – The District goal is to maintain a property loss due to fire per capita equal to or less than the State of Oregon.
- **CIVILIAN INJURIES DUE TO FIRE** – The District goal is no civilian injuries due to fire. A secondary goal is to maintain a civilian fire injury rate that is less than the State of Oregon average for the reporting year.
- **CIVILIAN LIFE LOSS DUE TO FIRE** – The District goal is no deaths due to fire. A secondary goal is to maintain a civilian fire death rate that is equal to or less than the State of Oregon average.

Chief Stange – Summarized that the recommendation is not to change any of our response goals, only to update with historical tracking.

b) COVID-19 Response Update

Chief Stange stated:

- The response protocol includes appropriate PPE and hasn't had many modifications in the past month.
- Supplies are being tracked and we are comfortable with our current inventory.
- In regards to financial impact, the District has completed paperwork for the FEMA reimbursement. The District received \$11,168 as a part of the CARES Act. The District is submitting an AFG-S Grant to recoup costs already incurred for PPE as well as anticipated purchases. The Ambulance response has started to increase again which helps maintain ambulance revenue. The drastic drop in markets have eased which may lessen the anticipated impacts of the PERS increases in 2023.
- The Wednesday classes that the District put on through social media have concluded. We are a part of a joint venture to do birthday parades for kids in the community.
- The District has a draft plan of how we will return to regular operations. Our goal is to align with the State guidelines. A cell phone has been purchased for the front office that Mary carries to receive the calls that come through the main phone number after she leaves the office.

NEW BUSINESS:

- a) **Resolution No. 2020-01 Transferring funds to Equipment Reserve Fund**
President Lippsmeyer read aloud Resolution No. 2020-01 for transferring \$75,000 from the General Reserve Fund
Secretary Von Derahe – Motion to approve Resolution No. 2020-01 as read
Director Stutzman – Second
President Lippsmeyer – All in favor, none opposed – motion approved.
- b) **Resolution No. 2020-02 Declaring certain property as surplus.**
President Lippsmeyer – Read aloud Resolution No. 2020-02 which declares miscellaneous property items the District no longer has a use for a surplus.
Secretary Von Derahe – Motion to approve Resolution No.2020-02 as read
Director Stutzman – Second
President Lippsmeyer – All in favor, none opposed – motion approved.
- c) **Civil Service Testing May 22nd.** Chief Stange stated this testing process for Firefighter/Paramedic will be done virtual due to COVID-19 and some participants are out of State.

CHIEF'S REPORT:

- a) **Passing of Fire Chief Darrell Patterson** – Chief Stange stated that Chief Patterson served as Fire Chief of the District from 2004-2007. A Volunteer Lt. organized a procession with the apparatus that went by the Patterson residence. When the apparatus was in front of the house the driver stopped, got out and placed a flower on the sidewalk and saluted Mrs. Patterson.
- b) **Food Bank Involvement** – Chief Stange stated that Volunteers put in over 100 hours helping out at our local food bank.
- c) **Member of the Month** – Chief Stange stated Resident Mitch Gaylord was selected Member of the Month.
- d) **Notable Incidents** – Chief Stange stated there were several CPR calls, a house fire on E Street in Independence and a fatal house in SW Polk district that we also responded to.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:

Chief Stange – Stated attended the ground breaking of SW Polk's new Bridgeport Fire Station off SW Hwy Kings Valley Hwy. SW Polk Fire will also be upgrading the station at Rickreall and adding another new station at Salt Creek.

PUBLIC COMMENTS: None at this time

BOARD MEMBER COMMENTS:

President Lippsmeyer – Extended his thanks to Chief Stange and the staff for all that has been accomplished during this time.

Chief Stange – Reminded the Directors about the Budget Committee Meeting next Thursday at 6:30pm. The station will be open with social distancing observed however the majority of members will be virtual.

President Lippsmeyer adjourned the meeting at 7:07pm
Minutes by Mary Carlson