

CANBY FIRE DISTRICT

BOARD OF DIRECTORS MEETING

Wednesday, August 28, 2024
Regular Session 6:00PM (1800 hours)
Held at ZOOM and Canby Fire Station #361

ATTENDANCE

- | | | | |
|-------------------------------------|--|-------------------------------------|------------------------|
| <input type="checkbox"/> | President Ron Swor | <input checked="" type="checkbox"/> | FC Jim Davis |
| <input checked="" type="checkbox"/> | Vice President Shawn Carroll | <input checked="" type="checkbox"/> | DC Matt Dale |
| <input checked="" type="checkbox"/> | Secretary/Treasurer Connie Austen | <input type="checkbox"/> | DC Matt English |
| <input checked="" type="checkbox"/> | Director Buner Ellis III (arrival 6:58 PM) | <input checked="" type="checkbox"/> | DC Wayne Austen |
| <input checked="" type="checkbox"/> | Director Steve Thoroughman | <input type="checkbox"/> | CFO Lori Fawcett |
| | | <input checked="" type="checkbox"/> | AAIII Susan Arterberry |

Also, in Attendance

In Person: Firefighter EMT Brandon McFarland, Firefighter Paramedic Cpt. Andrew Aamodt, Firefighter EMT Michael Hargitt, Intern Colin Vian, Firefighter Paramedic Sean Fuller, Firefighter Paramedic Josh Baretich

Via ZOOM: None

Via ZOOM (without full names listed): None

CALL TO ORDER

The Board of Directors Meeting was called to order by Vice President Shawn Carroll at 6:01 PM

CITIZEN INPUT: AGENDA ITEMS

None

PRESENTATIONS

Swearing In of New Firefighter EMT

Firefighter EMT Brandon McFarland was introduced by Deputy Chief Dale, sworn in by Vice President Shawn Carroll, and his badge was pinned by Firefighter Paramedic Josh Baretich.

CONSENT AGENDA

Minutes - AAIII Arterberry

- **July 24, 2024, Board Meeting**

Bills - CFO Fawcett

A motion to approve the consent agenda from the July 24, 2024, Board Meeting was made by Director Steve Thoroughman. The motion was seconded by Secretary/Treasurer Connie Austen and unanimously approved.

FINANCIAL REPORT (CFO Fawcett)

Financials: On behalf of CFO Fawcett, AA III Arterberry reported on the following:

- State Pool Interest increased to 5.27%
- LGIP General Account shows a total of \$5,095,086.09
- Current Deposits & Earnings shows a total of \$477,385.68
- Current Expenses show a total of (\$816,395.24)
- Total available to the District is \$5,274,931.03
- Current Year Taxes show \$2,164.86 received in FY25
- Prior Year Taxes show \$25,936.00 received in FY25
- Radio Fund shows a total of \$6,645.95
- Ambulance Service has received \$113,955.29 in FY25
- Fire Inspection has received \$3,056.22 and invoiced \$22,628.91 in FY25

Payroll: On behalf of CFO Fawcett, AAIH Arterberry reported the payroll costs for the month of July as follows:

- July 15, 2024 = \$233,771.17
- July 31, 2024 = \$223,253.34
 - Monthly Life Insurance via A/P = \$1,115.10
 - Monthly Medical Insurance via A/P = \$72,384.00
- Total Payroll and Benefits Costs for July 2024: \$530,523.61

CORRESPONDENCE (FC Davis)

- Chief Davis received a thank you card from Judy Cramer and family for the assistance received from paramedics during the recent passing of her brother. They were helpful and understanding during a trying time.
- Chief Davis shared a recent Google review- A thank you from Amber S. who visited Canby Fire Station 361 for help with a car seat. She had stopped at other fire stations on her way to Canby from PDX and no one answered. She reports that the door was answered immediately, and a firefighter secured the car seat. He then offered to give the boys, three (3) and five (5) years old, a quick tour of the fire station. They were thrilled to see inside and see the trucks. The other firefighters they met were friendly and welcoming as well. The boys received their stickers and have an experience they will remember forever.

CITY COUNCIL (Councilor Davis)

- The Comprehensive Plan work continues and will not be approved until the beginning of 2025. At the last meeting they worked on Area Seven, where the Walnut Street extension will join 99E. Zoning was discussed as well. Pahlisch Homes own that property and will ask for annexation into the city with single family residential, high density affordable housing. The bypass will start soon and ODOT has approved the intersection.
- No update to report on the sports field complex, still a work in progress.
- Chief Davis and DC Dale met with the new Canby School District Superintendent Jennifer Patterson. Ms. Patterson asked for the meeting so she could meet the community partners. She is data driven and passionate about emergency management and safety in Canby schools.

- The Canby Adult Center had a planning and zoning meeting regarding the purchase and move to the church property at Territorial and Holly.
- The Maple Street Park turf infields are done. The city is in the process installing the lighting and scoreboard. The Dodds Addition Park design is done and came in over budget. The city is planning to add it to the Capital Improvement Plan for next year.
- Election of new city council members and mayor are coming up. Six (6) candidates are running for council and two (2) are running for mayor. A candidate forum is scheduled for next week's Canby Chamber luncheon.

CHIEF'S REPORT

- Conflagration Deployments (FC Davis)
All personnel deployed are back home. We have received reimbursement from the Darlene 3 Fire of \$27,852.00. Still outstanding are the Microwave Tower, Elk Lane, Telephone, Battle Mountain Complex, Town Gulch, and Falls fires. We typically send personnel as Canby has well qualified engine bosses. Oregon has seen a new record for conflagrations and our crews have done a great job covering for those who were deployed. High temperatures are forecasted in the next few weeks, so the fire season is not over. Director Thoroughman requested a breakdown of apparatus versus personnel reimbursement for the conflagrations and remarked that apparatus reimbursement should be applied to our apparatus fund.
- South End Fire (DC Dale)
A week before the Clackamas County Fair started on a Friday at 12:09 AM, a call came in for a brush fire at South End Road and 99E. Capt. Aamodt responded and called for a second alarm. DC Dale arrived and called for third alarm working with Clackamas, Washington and Marion County agencies. There were Level 3 evacuations from South End Road & 99E past Rocky Bluff Lane, livestock included. We had three (3) divisions on the fire along with help from Clackamas County Sheriff's Office, Clackamas County Emergency Management, Oregon Department of Forestry and the neighboring agencies. A helicopter was employed due to the dangerous cliffside and unstable conditions. For the next week we had a fire watch with two (2) of our personnel patrolling 24 hours a day. We have hose lines and fire sprinklers down both sides of the fire line. Cause is still under investigation. A Portland Fire Bureau canine did hit on accelerants, so it was determined to be human caused and turned over to the Oregon State Police. Huge compliments to our fire partners, the Clackamas County Sheriff's Office and unified command with Clackamas Fire. Our crews did an outstanding job. No structures were lost, and no injuries reported.
- HWY 99E Construction (FC Davis)
K&E have provided flaggers for our crews to access 99E without delays. They did not know about Canby's Big Night Out and with one phone call, they put flaggers at Grant for the car show participants. The end of October they should have the project completed.
- FF Ramos Resignation (FC Davis)
FF Ramos completed his last shift and is moving on to Clackamas Fire District 1. His brother and dad are with Clackamas Fire District 1, and we wish him well.

- 9/11 Ceremony (FC Davis)
Chief Davis noted that the 9/11 Remembrance Ceremony is coming up. Speakers include State Representative Christine Drazan, Canby Mayor Brian Hodson, Doug Kitzmiller from the Canby Police Department, retired Army Medical Evacuation Pilot Scott Anderson, and Frank Gaide from Guardians Never Forget.
- Canby's Big Night Out (FC Davis)
Great job and thanks to DC Austin, who spearheaded the car show and managed all the cars coming in. Thank you to the Canby Fire District honor guard who presented the colors and thank you to Secretary/Treasurer Connie Austen for the video. Chief Davis was a dunk tank participant for about 45 minutes during the festivities.
- Ordinance #20-001 Fees Report (DC English)
A financial update was included in the Financial Report.
- Clackamas County Fair & Rodeo (DC English/DC Austen)
Our primary purpose was fire mitigation and first aid. Canby Fire personnel and volunteers staffed the first aid booth the entire duration of the fair. Our crews inspected the campground area, generators, etc. and on one occasion found a leaky gas can sitting next to a generator. The owner was very thankful and appreciative the firefighters found it. The crews and volunteers did a great job, leading up to and during the fair. Additionally, Paramedics and EMT's were stationed in the rodeo stands to assist the crowd as needed. Despite a weather event on Saturday, the event was considered a success.
- Recruitment Process (DC Dale)
Our recruitment process started in July, and closes on September 1, 2024, at midnight. We have approximately 50 FFEMT applicants and nine (9) FFP applicants. Assessments will take place on September 17, 2024.
- Social Media Updates (AA III Arterberry)
AA Arterberry provided a report on social media data that included our Facebook total followers of 6,549, Instagram followers of 1,250 and PulsePoint with 7,419 active users. 1881 PulsePoint users have CPR alerts activated. Facebook reach and engagement has been high, 17,000+ since the South End fire. The website was recently updated and now includes our Facebook feed and PulsePoint active incidents with live radio feed.

OLD BUSINESS

- Auditor Engagement Letter (FC Davis)
The letter was provided to and reviewed for the board by Chief Davis. It is a smaller firm and will present the audit report in person at our board meeting.

NEW BUSINESS

- Nurse Navigation (DC Dale)
DC Dale reviewed the Nurse Navigation program that will go live on September 17, 2024, at CCOM 911. The Clackamas County website will go live with information about the program on September 1, 2024. The program is owned by AMR parent company GMR. Its purpose is to provide residents with a variety of options for quickly reaching the appropriate level of medical care when calling 911. Based on the description of the

symptoms, 911 call takers may transfer the caller to a Nurse Navigator who will work with the caller to determine the appropriate treatment and assist in coordinating care. The Nurse Navigator will arrange for transportation if needed as well as appointments at local urgent care facilities and prescriptions. At any point the call can go back to 911 for fire/medic dispatch. The program cost is being covered by AMR. Multnomah and Washington counties plan to utilize the Nurse Navigator program later this year.

CITIZEN INPUT: NON-AGENDA ITEMS

None

GOOD OF THE ORDER

- Regarding Special Districts Association of Oregon training: DC Dale sent a link to all the board members.
- Director Thoroughman reports he had a call from a gentleman who lives on 11th Place. He heard a big explosion around 11:00 PM that shook his house. Chief Davis remarked that Canby Fire District did not get called out and neither did Canby Police Department.

ADJOURNMENT

A motion to adjourn from the regular Board of Director's meeting was made by Director Buner Ellis III. The motion was seconded by Director Steve Thoroughman and unanimously approved.

The Regular Board of Directors meeting adjourned at 7:00 PM (1900 hours).

NEXT MEETINGS:

REGULAR BOARD OF DIRECTORS MEETING **BUDGET COMMITTEE MEETING**

Date: Wednesday, September 25, 2024
Time: 1800 hours (6pm)
Location: Station 361 and ZOOM
<https://us02web.zoom.us/j/86923965328>
Meeting ID: 869 2396 5328

APPROVED

Director Connie Austen
Board Secretary/Treasurer