

LEBANON FIRE DISTRICT
BOARD MEETING MINUTES
SEPTEMBER 13, 2016

- Allen Forster, Board President
- Jeff King, Board Member
- Jamel Mercado, Board Member
- Michael Schrader, Vice President
- Duane Taylor, Secretary/Treasurer

- Gordon Sletmoe, Fire Chief
- Ron Sipe, DC of Operations
- Jason Bolen, DC of Admin. & Planning
- John Tacy, DC of Training
- Darlaine Smith, Admin. Asst.
- Nick Tyler, Recruitment Lt.

CALL MEETING TO ORDER

The meeting was called to order and the flag salute was led by President Forster at 5:30pm. Member Mercado was present via teleconference.

MINUTES: APPROVAL OF MINUTES AND FINANCIALS FROM AUGUST 16, 2016.

- Minutes and financials were reviewed.
- **Member King made a motion to approve the minutes and financials. Member Mercado 2nd, all in favor, motion approved.**

CITIZEN COMMENTS

- None.

AGENDA ITEM #1 – BADGE PINNING

- Chief Sletmoe introduced our new Maintenance Laborer, Taran Tyler. He works here part-time. Chief presented him with his Identification Badge and an LFD hat.
- Chief introduced our new Chaplain, Brian Gosser. Chief performed his swearing in and Brian's wife performed the badge pinning.

AGENDA ITEM #2 – AERIAL PURCHASE FROM ALBANY FIRE

- Chief informed the board we're under an IGA with the City of Albany, with an option to purchase the aerial. We are requesting authorization to purchase the truck for \$50,000. In anticipation of receiving the AFG grant, we had set aside half of our match money in this year's budget. We will use that money for this aerial purchase and buy a small amount of equipment for it as well. Chief believes the truck will last about 3-5 years, which gives us some time to figure out what our long term plan is.
- Member King asked if the remaining funds will sit in the account and Chief responded yes. It is seed money for our apparatus replacement fund.
- **Member King made a motion to approve the purchase for the aerial truck from the City of Albany. Member Mercado 2nd, all in favor, motion approved.**

AGENDA ITEM #3 – APPROVAL TO SURPLUS LEBANON AERIAL AND BRAUN MEDIC UNIT (RESOLUTION #05-16)

- Chief stated our current financial policy states we need board approval to surplus items with a value of \$10,000 or more. We intend to surplus our current aerial through the OSU Surplus program. We are waiting on their estimate of the market value. Our current truck is not certified. It didn't pass the test and there's a list of repairs needed in order for it to pass. It has had a new motor put in it a while ago, so it does have lower miles for its age. Chief stated he's seen them for sale in the \$20-\$30,000 range, though that doesn't mean they're selling for that.

- At the same time, the new ambulance is done. Part of the terms of the grant we received are that we get rid of the medic union that we're replacing. Once again, that will go through OSU Surplus. It cannot go back into service as a fire department vehicle.
- **Member King made a motion to approve Resolution #05-16. Member Mercado 2nd, all in favor, motion approved.**

AGENDA ITEM #4 – APPROVAL TO PURCHASE STAFF VEHICLE

- Chief informed the board we are currently at least one staff vehicle short. We have looked at some used vehicles. Last year we did not expend all of our budgeted money for expenditures. We left about \$200,000. With that, he decided to put a new vehicle into the fleet. The most pressing need is a staff vehicle for the training division. We did competitive pricing, state and local bids. Chief recommends we purchase the F150 4X4 from Wilson Motors for the price of \$29,698.44.
- **Member King made a motion to approve the purchase of the staff vehicle from Wilson Motors. Member Mercado 2nd, all in favor, motion approved.**
- Chief stated that's just the vehicle. We will also need to purchase the lights, sirens, decals, etc. That cost will be approximately \$13-15,000. The total cost will be roughly in the \$40,000 range. This is money we didn't spend last year and at some point in the year we will do a supplemental budget to bring the money forward.

AGENDA ITEM #5 – UNION ADDRESS THE BOARD

- No items to discuss.

AGENDA ITEM # 6 – VOLUNTEERS ADDRESS THE BOARD

- Chief stated Nick Tyler is at the National Fire Academy this week. Volunteer numbers are up and they're expanding daily. We have approximately 15 new volunteers that were previously with Fire Corps. We currently have 10 interns and the goal is to have 13.

AGENDA ITEM # 7 – FIRE CHIEFS REPORT

- Discussed the story published about the arsonist that was arrested. Discussed the fires involved with this case and the course of investigation that ensued. Chief stated he is very happy with the Fire & Life Safety Division and Nick Tyler for the work they put into the investigation along with ODF and LCSO.
- Jamin Hooley is one of our interns and he just graduated from the first Firefighter One training presented by DPSST. Member King asked if he would be willing to come before the board to give a brief description of his experience. Chief stated we will have him do that.
- Chief discussed Community Paramedicine and what it entails. The purpose is to keep people from going to the emergency room via the ambulance, if they do not need to. The City of Albany has been operating a Community Paramedicine program under a grant from the IHN CCO. It is a one year pilot program and the period is coming to a close. At the end of the period, they either decide to stop the project, fund it themselves, or request an extension while they seek the funding. They are going to request an extension and an expansion to Lebanon. Chief stated we intend in the next couple weeks to apply with the CCO for a joint Community Paramedicine program between Albany and Lebanon. It will be a one year pilot program while

we seek permanent funding. The goal is to keep people out of the ambulance and the ER if they do not really need them.

- Discussed the OFDDA conference and asked who was going. We need to change reservations and register for the conference. Chief asked the board to let him know as soon as possible what their plans were for attendance, so we can register appropriately.
- Residential Fire & Life Safety Evaluation Program. Jason Bolen discussed the new program with the board. He stated we do well on our commercial inspections but do not address residential house fires. Jason presented the program outline and the forms involved. This is not a mandatory inspection. Rather, people will invite us into their home for an evaluation. We have no jurisdiction to fine for any problems, nor is that what the program is intended for. It's for education and safety. There is a certificate that will go to the Laura Gillott Home Team at Keller Williams. For every new buyer, they will receive a certificate for a Home Safety Evaluation. Jason Read constructed this program based on what they discussed as the vision for it. Jason would like to give him credit for it and stated he did an excellent job developing it. He will be the one that takes the calls and performs the evaluations for his internship. This program will roll out during the National Fire Prevention week.
- Discussed the SDAO Best Practices Checklist. Chief stated that President Forster has completed the checklist for the board. We will scan and email it out to the remaining board members for review. We are compliant with their criteria.

AGENDA ITEM # 8 – MASTER PLAN PRESENTATION

- Chief introduced Joe Parrott and Lane Wintermute from ESCI, to present their Master Plan document overview. Lane thanked the board for letting them do the Master Plan for our district. The purpose of a Master Plan is to answer three questions: Where are we today, where are we going to be in the future, and how are we going to get there. Lane presented the overview. Joe Parrott presented the service delivery analysis. Lane gave an overview of their recommendations. Lane suggested we go through and prioritize the recommendations, and then formally adopt the Master Plan. He asked for questions. Discussed resetting response goals. Discussed the estimated call volume over the next several years.
- Chief stated it's an exciting time to be in the Lebanon Fire District. We are going to put the recommendations on one master document and prioritize them. We will present them to the board in a month or two and adopt the Master Plan. We've already been in conversations with ESCI about a Strategic Plan. Chief thanked Lane and Joe for their work and the presentation.

OTHER AGENDA ITEMS

- None

ADJOURN REGULAR SESSION

- Adjourn Regular Session at 6:50 pm.

Allen Forster, Board President

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Gordon Sletmoe, Fire Chief