

Lane Fire Authority
&
Santa Clara Fire
October 17th, 2019 Board Meeting
88050 Territorial Hwy., Veneta

The regular board meetings for Lane Fire Authority & Santa Clara Fire were called to order at 6:03 p.m. by board chairs Greg Deedon and Russ Sirotek respectively.

Board Members Present:

Pete Holmes Bill Clendenen Ryan Walker John Baxter Greg Deedon
 Rod Graves Susan Smith Don Phillips Russ Sirotek Frank Taubenkrau

Minutes, Treasurer’s Report and Bills:

Topic	September 2019 Board Minutes
Discussion	
Action taken	Motion made by John Baxter and seconded by Pete Holmes to approve September 2019 board minutes. Motion carried –all ayes.

Treasurer’s Report: The Finance Committee met Monday and went over the most recent profit and loss. The district is doing pretty well. The district is at 24.7% for overtime in October due to sickness and vacations.

Correspondence:

Chief Borland read a thankyou letter from a transport patient.

Swearing In/Recognition:

Casey Pape will be formally promoted to Lieutenant at the Volunteer Association Meeting.

Chief’s Report:

The district is doing well in getting finances back on track. The audit should be finished by the end of the month – feedback from the auditor has been positive and we can expect them at the November board meeting. The district did end up in the positive at the end of the year.

Chief Borland and Cheryl also reviewed the current district budget and reviewed the capitalization schedule. When LRFR and LCFD came together the asset depreciation schedule was a mish-mash of information - it is now very organized.

Fire Defense Board – At the most recent Fire Defense Board Meeting, a discussion was held regarding upcoming events such as the Olympic Trials and increasing both the mutual aid and the ambulance service areas with outlying counties.

Disaster Preparedness - If we were to experience a Cascadia type event, the Fire Defense board would like an agreement, or language added to current agreements, that if a firefighter cannot get to a station in their district they report to a fire station they can get to and work with them.

LFA has a stock of MRE's at most of the stations along with water filtration systems for drinking water so our people will be supported during an event.

Server Project - The equipment for the new server project should be received by Eugene Networks soon. They will get everything prepped before installing the equipment. This is a big project and a time frame needs to be determined that will not interfere with payroll.

Seismic Grant for Station 113 - Chief Borland feels the station will probably be used for about another 10 years. The district will most likely not be building a new station near Richardson within that time frame. AC Wood feels the grant will take about 1 to 1 ½ months to write. The seismic study for the station was completed in 2015. Grant funding is 100% funded.

Tim Whitaker, paramedic engineer, has expressed a lot of interest in writing a grant for an engine company- Chief Borland would like him to proceed.

EF Recovery - AC Wood will be working to complete a policy pertaining to EF Recovery (billing for services) and should have it by the November board meeting.

LFA Web Page - Lt. Boren has updated the web page; staff members and their positions are posted and maps & Google maps are now in place for stations 116 and 117. Staff, volunteer and recruit pictures are now on the board in the main hall at station 101.

Drug Procedures –Due to the Eugene-Springfield Fire incident involving a paramedic and illicit use of drugs, the LFA is evaluating current procedures and policies. This is an isolated incident and not reflective of Eugene Springfield Fire.

Public Comment:

None

Volunteer Association Input:

Association President John Leaton thanked Chief Borland for his time attending meetings.

Kristi Cates has resigned - the association would like to recognize her for her accomplishments at a future meeting.

President Leaton has concerns over the health of the Volunteer Association due to loss of members which has created a shortage of folks to help with events. President Leaton feels it is time for both paid staff and volunteers to step-up.

Best Practices:

Chief Borland handed out the Public Records and Meetings Manual to all board members present. Section tabs were added for convenience.

New Business:

Volunteer Reimbursement – Chief Borland handed out a list of items volunteers may “purchase” with earned run points. The list of items is for board review and no action is necessary at this time. Items have been narrowed to firefighting/safety equipment items. Each run point equates to a dollar amount and points may be used to “purchase with points” items on the list. No money is exchanged. There is no longer cash reimbursement for items purchased

The LOSAP program (Length of Service Award Program) is also available. Previously, once signed up for LOSAP there was not an option to change. Now volunteers have the option of LOSAP and/or purchasing items. Each member will need to make a decision about where they would like their points invested i.e., either LOSAP or equipment. This decision will need to be made twice a year during each purchasing period. If all points are not used during a purchase period they will carry-over from period to period.

SCF Operating Levy Postcard

Topic	Santa Clara Fire Postcard for Operating Levy
Discussion	AC Wood stated the cost for the postcard and postage would be \$1100 and would like board approval to spend the money.
Action taken	Rod Graves made a motion to approve the \$1100 postcard cost, seconded by Russ Sirotek. All ayes.

SCF Grounds Maintenance

Topic	Station 116 Grounds Maintenance
Discussion	Several quotes were given regarding station 116 grounds maintenance. The SCF board of directors chose the \$270 quote for monthly grounds maintenance fee. The board feels the work should begin as soon as possible.
Action taken	Frank Taubenkrau made a motion to approve the \$270 per month grounds maintenance fee for station 116. Seconded by Rod Graves. All ayes.

Old Business:

OFDDA Conference – Chief Borland those who plan on attending the OFDDA Conference in Seaside, November 7th-9th. Pete Holmes, Ryan Walker, John Baxter and Chief Borland and Russ Sirotek will all be attending.

Pay Increase – A board member would like to consider a pay raise for AC Wood. Board members agreed to discuss the matter. Chief Borland asked what information the board would like from the staff to help them with discussions/decisions.

Chief Borland was asked to come up with a recommendation to present at the next board meeting.

Apparatus Replacement – AC Wood asked if board members understand his report on apparatus as it relates to apparatus replacement for LFA. Board members requested that AC Wood come up with a dollar amount recommendation for a potential May levy.

Adjourn

There being no further business, the regular business meeting of Lane Fire Authority was adjourned by Vice President Ryan Walker, and Santa Clara Fire was adjourned by President Russ Sirotek at 7:04 pm.

NEXT MEETING: November 21st 6:00 p.m.

LOCATION: 88050 Territorial Hwy., Veneta, OR