

Umatilla Fire District Board Meeting Minutes

The February 3, 2021 meeting was called to order by Board Chair Kyle Sipe.

Present:

Jon Lorence, Fred Sheely, Kyle Sipe, Mark Keith and Darla Huxel

Absent:

Jon made the motion to approve minutes from the January meeting. 2nd by Darla approved unanimously.

Audience Participation:

Kinda Arbogast was present

Correspondence:

Thank you, cards are posted at Station 12, Steve will bring them to meetings to show the board as well.

Information Items:

Chief's Report:

There were 58 calls for January.

43 – EMS

3- MVC's

11 – FIRE

+9 calls for January 2020

+9 YTD versus 2020

Chief Response-3*

Chief Potts was limited to desk duty until January 27th.

Maintenance-

The flatbed for the brush truck was completed with powder coating this week.

We will start putting everything back together. Once that is complete, we will get some minor body work done and lettering upgraded.

Have an issue with Brush 11 rear emergency lights popping fuse consistently. We have a technician scheduled this Friday (February 5th)

Training-

Bloodborne Pathogens annual refresher

Fire Service Health & Safety I

Fire Service Health & Safety II

EMS Training through Oregon EMS

Paid staff drills in addition to the above:

Ladder evolutions

Hydrant/Hose advancement evolutions

Master Streams

Aerial Operations

Relay pumping Tender 11 to Engine 12

Online EMS training through Target Solutions

We are starting back to in person training with volunteers this week.

Recruitment/Retention-

We received an application from a previous member that we are getting back on board. They do not have any certifications, but we are going to try and get this done “in-house” utilizing staff as they are all instructors.

We received an application for the RI Program. This individual also applied to be a volunteer until we start the program. We are getting them on board.

General-

All staff and volunteers have been made aware of the availability of the COVID-19 vaccine. To my knowledge, only one has taken the vaccine at this time. We developed a declination form to use for those that decline to take it at this time to sign. If they change their mind at any time, the vaccine will be made available as soon as possible at no cost.

I would like to hire a part time employee for IT support. I have someone in mind and interested. Still need to go through the process but I feel this individual would be a good fit and serve our needs well.

We are continuing to work on the grant application for a new ladder truck. I am hoping to have that mostly complete by the first of next week.

In the past, we have been able to get our medications through UCFD since they are able to bill as a transporting agency it only makes sense that they would provide replacement meds for a call. However, they recently have advised they will no longer provide medications to us that have expired. For instance, if we do not use a medication and it expires, they will not replace it. Whereas in the past, we have been able to get all our stock through them.

Because of this, we have set up an account with a vendor to get our medications in those instances when they expire. We will also be assessing the medications we maintain to ensure that what we keep in our drug/medical box is what we need and that we are using it with enough frequency to ensure that it gets used. Mainly the diabetic and first line cardiac drugs is what we will maintain. Anything beyond that UCFD will likely be on scene and /or we do not have the certification level in our agency to warrant keeping it in stock.

Goals-

ISO- No Activity

Policies/Procedures Update-Continuing to work on this as time allows.

Upcoming Activities-

Wildland Firefighter training for new volunteer(s)

Pumper operator training for staff.

Looking at possible dates in the next month or two for the annual banquet with hopes of restrictions being lifted or lessened to a point which would allow this activity.

Chief's Calendar-

No significant time off planned.

Volunteer Report:

Old Business:

1. Amazon Agreement-
2. Technology Audit/Tour/Plan-3 new laptops ordered and placed into service. Microphone and Camera for the meeting room, future purposes new budget year 3 laptops and possibly iPad for the trucks. Rotation schedule is being developed for replacement times. Audio/Video recording, all cameras have audio capability, but it is turned off permanently. Ensure adequate posting in the locker area, the cameras are backed up on the server specifically for the camera's that is stored at the main office.
3. IT Support- carry forward proposal for contract for service versus employee.
4. Budget Overview/proposals- 75,000 to site and station and 75,000 to Equipment reserve. Motion to add 1 additional employee and adjust to the new revised pay scale beginning July 1, 2021 by Fred, 2nd by Mark. Motion approved unanimously.
5. Injury Report-

New Business:

1. Residency Requirement- Motion to remove the residency requirement and add a 1% bump for probationary employee's and 2% bump after probation for those that live in district July 1, 2021 by Mark, 2nd by Fred. Motion approved unanimously.
2. District Phone Plan- decided not to go with a district plan at this time, however, ensure it is known if an employee does not want to use their personal phone the district will provide one.

Items not on Agenda Open to Public, Board and Staff Participation:

EXECUTIVE SESSION:

ORS 192.660(2)(i)

Entered Executive Session @ 8:16 PM

Returned from Executive Session @ 8:34

AGENDA SUGGESTIONS FOR FUTURE MEETINGS:

Meeting adjourned 8:35 PM

Kyle Sipe, Chairman

Jeannie Bowman, Clerk