

MINUTES
JEFFERSON RURAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS' BOARD MEETING AND BUDGET HEARING

Date: August 17, 2021

Jefferson Fire Station - Jefferson, OR

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Board-President Jones.

FLAG SALUTE: Board-President Jones led the Pledge of Allegiance.

ATTENDANCE: Director Jones, Director Gonzalez, Director McKibben, Fire Chief Hendricks, Administrative Assistant Tammy Robbins; Director Carter, Director Linhart, (Absent, Logistics Supervisor Stephanie McClung, Louis Gisler Training/Maintenance Officer, and Assistant Fire Chief Shepherd) Visitors: None

REVISIONS TO AGENDA: Per Chief Hendricks please add a Number 3. C-Seismic Grant to the New Business Section.

APPROVAL OF MINUTES –July 20, 2021 - Regular Business Meeting

MINUTES: Motion made by Director McKibben, seconded by Director Gonzalez, to approve the minutes as amended from the July 20, 2021 Regular Business Meeting. All in favor. Motion passed.

FINANCIAL ASSETS as of July 31, 2021

▪ Check Register Balance	\$ 15,637.41
▪ Local Government Inv. Pool	\$ 596,464.22
▪ Petty Cash	\$ 150.00
▪ Community Service Account	\$ 1,542.23
▪ Total	\$ 613,793.86

RESEARCH GROUP REPORTS

FINANCE: (Director McKibben and Director Gonzalez) – Audit coming up. Tammy is working on this.

BUILDING & EQUIPMENT: (Director Jones and Director McKenzie) – None

POLICY: (Director Gonzalez and Linhart) – None

Staff: None

CITY LIAISON: None

VISITOR COMMENT: None

OLD BUSINESS:

- a) Jefferson/Scio Joint Operations – Becky and Renee met with two Directors from Scio. They talked about logistics and possibly partnering with them. We have a maintenance officer, and they need a training officer. Ours can't be both. They don't have as many people on staff as us. If we are awarded the safer grant, that could possibly be one responder. We would need our SOG's in line

with each other. Both districts would need to know they would be representing both Districts. We should start to have meetings if the decision is to continue to move in this direction. Next meeting will be on September 9 to discuss the concept written for a joint chief position, the basic budget and what other assets might free up. For example, we need a medic they need a daytime responder. This needs to take priority because we need a decision by January because of the hiring process for a chief.

NEW BUSINESS:

- a) Mandatory COVID-19 Testing – Chief stated that as of August 5, 2021, people who work in the medical field if they are not vaccinated, they will have to be tested for Covid-19. Fines will be issued September 30, 2021, if you are not cooperating. Chief Eckhardt told Chief Hendricks he is still looking at how this is going to function. OHA will probably pull a person's license who doesn't commit to this. There is a possibility we might have fewer people who will respond. Chief Eckhardt contacted OFVA, OFDDA, SDAO to see about clarification. He hasn't heard back from them. Linn County Health Dept. is looking to provide rapid tests. Not sure if this includes us. Scott called Marion County and he is waiting to hear back. We cannot ask the question if they have been vaccinated, however they must show proof if they have or not. The employer is responsible to cover the cost of the test.

A few volunteers were ready to turn in their badge. There is \$500 fine if you are in violation that would go to the employee and employer. This is going to be difficult to manage. A booster shot is coming in October.

- b) OSHA rules addressing employee exposure to high ambient heat. Chief wrote a policy to meet OSHA rules regarding high ambient heat. This is a joint policy with Scio and to also incorporate rehab in the OG's. The policy states an individual must drink 32 ounces of water per person per hour. The mask for smoke is vague.

Our attorney is reviewing our covid policy notice for if someone tests positive, what our process may be. This just went to the attorney, and we are waiting to finalize.

Seismic Grant – Chief stated Debbie a seismic engineer called and asked if we were going to apply for the seismic upgrade. Chief stated that we had opted not to. The engineer thinks our station will qualify. They said this would be a high priority and take all 2.5 million to complete the station. They are going to put together numbers and apply. We would only pay if we were granted. This company was 6 for 6 last year. He was very positive that we would be awarded this grant. We would need to stay in it 8- 10 years after.

ALARMS: See Board Reports

GOOD OF THE ORDER/DIRECTOR'S COMMENTS – We need to update the signatures at Umpqua to include the new directors. Tammy will take care of this.

Renee thought that back in June at the board meeting it was discussed that we would look into a plan as to whether to keep that station open and asked if we were planning meetings to form a committee and discuss a plan for Millersburg Station. We do still need to evaluate whether we need the station.

The need is still there, and this is a very responsive station. That station and Talbot may need to be relocated. Millersburg would be moved to Dever-Conner area. Another spot would be Talbot on Ankeny Hill and the overpass. Not a quick answer. Part of the Jefferson looking forward.

Tomorrow the application process for the firefighter/paramedic position is closed. We have not had many applicants. We are also not the only department with volunteer problems. Stayton is putting together a local option to hire 7 full-time firefighters. We may need to look at an increase to our local option although it would not be permanent. Scott and Louis have been our main responder's and Scott is no longer living in the district anymore.

We are looking at options. In a 24/48 hr. shift there are 13 pay periods. Payroll would be every two weeks. This is a very expensive option. Stephanie has been working some nights and weekends. 8,766 hours a year to be covered and labor laws are very tough.

Lisa asked for clarification in our recruiting process. Chief stated a mailer has been sent out to the town. We have an aging community. The available people once they find out the time commitment goes against us. This is making very difficult to find volunteers. Jefferson and Scio have applied for a grant for a recruit and retention person that would be shared between both districts. Louis is currently training and maintenance officer. We need to look at options to separate those duties. Lisa asked about high school students. This is an option, and we have in the past went to the schools for recruitment. She asked about grants for personnel. Chief explained that we have applied and have not been successful, and it usually doesn't cover 100 percent. The guy who did the safer grant may be able to help with this type of grant again. She also asked about holding fundraisers. Chief stated getting enough volunteers to commit to events is also very difficult. Staff helped with many of the projects and were never appreciated.

We have looked at extending and increasing the local option. We would need a new one if we are going to ask for an increase. It takes a lot of work and with the Covid mandates it's hard to hold community meetings currently.

That led to another question of whether we want to hold in-person meetings or switch back to zoom due to the increase in Covid-19 and the new delta variant. It should be an option. Zoom only cannot replace face to face however for safety purposes it would be good to have the option. Lisa will set up the zoom meetings on a regular basis.


ACCOUNTS PAYABLE: TOTAL ACCOUNTS PAYABLE & PAYROLL- The Accounts Payable and Projected Payroll for the month of July 2021: \$; General Fund Payable-\$26,721.08, Payroll-\$90,822.63, Grant Fund Payable-\$0, Payroll-\$0, Equipment Reserve Fund-\$0.

The Board reviewed the accounts payable. Motion by Director Gonzalez seconded by Director McKibben to pay the bills. All in favor. Motion carried.

With no further business to be brought before the Board of Directors, it was moved by Director Gonzalez, seconded by Director McKibben to adjourn the meeting. All in favor. Motion carried. The meeting was adjourned at 6:59 p.m.



Board President



Administrative Assistant

Date 9/21/2021