

**Mosier Fire District Board Meeting
Mosier Senior Center
500 East 2nd, Mosier, Oregon 97040
March 8, 2018 at 18:00**

MINUTES

Directors Present: Evans, Reeves, Rubin and Sacamano. Ayers arrived at 6:30.

Staff: Renault, Starling and Herman

Volunteers: Tom Oswald and Maggie Goter

Public: Joan Hudson

Call to Order: Board President Evans called the March 8, 2018 board meeting of Mosier Fire District to order at 18:00.

Agenda additions or corrections: Rhonda asked to include Election of Budget Officer, The Budget process and Board emails.

Comments from the public (only items from the agenda): None.

Consent Agenda:

Minutes: **Director Reeves moved to accept the minutes of the 2/8/2018 and 2/22/2018 board meetings as presented. Director Sacamano second. The motion passed 4-0.**

Review/Approve bills: **Director Rubin moved to accept all bills as presented for payment. Director Sacamano seconded. The motion passed 4-0.**

Board President Evans summarized his time spent since 11/9/2018 on the business of Appleton. At a minimum, 50 separate correspondences weekly; 900 pages of emails; One hundred hours spent corresponding, and 50 hours learning public records law. \$3,000.00 has been spent on legal fees. This has required sacrifices, both personal and time not being able to deal with other board issues. Recently Appleton has requested all of his emails be returned back to him. Vice President Rubin stated she felt the board has met all of their obligations.

Business:

3. Update on the Fire Chief hiring process moved to the end of the business agenda.

4. **Public Records Request:** The Attorney has made several minor changes to the document. The board discussed the changes and agree they will follow the Attorneys advice and repeal and replace the existing document. After further discussion it was decided to delete the protected

health information request and charges as they do not apply to Mosier Fire. Rubin will make changes to the document and bring it back to the board next meeting. **President Evans moved to replace the Public Records request and replace it with a revised document. Director Sacamano seconded and the motion passed 4-0.**

The document will be accessible electronically but also a paper copy must be on file. After discussion, it was decided Chief Renault will make a file for all Resolutions and Legal documents to be kept in a secure file at the fire station.

5. **Board member email:** Policy should be set as to what email addresses the board members should use. Because the board wants transparency, all business emails should use the Mosier fire address. This would ensure that emails would be easily accessible if so needed in the future. A dump file was discussed and it was decided to ask Charles Young if it would be possible to set one up for storage.

Director Ayers arrived.

6. **Budget Process and Elect Budget Officer:** Rhonda stated she had a template for the budget process and the first item should be the Election of a Budget Officer. It was decided to wait to begin the process of the budget until the hiring of a Fire Chief was complete. After discussion it was decided to delay the Election of a Budget Officer until the next meeting.

7. **Volunteer Report:** Maggie Goter thanked President Evans for allowing the Volunteers a fire response. Training is continuing. Three volunteers attended winter fire school and several volunteers are gearing up to attend the N.W. Fire Expo in May. Folks are receiving Wildland and Structure certifications. The new Engine does not meet certain facets so instead of it being called a certain Engine type it is being called a squad. It is currently being equipped to be placed in service. Maggie stated the Volunteers appreciated having input into the Fire Chief hiring process.

8. **Committee Reports:** Joint Use Facility Meeting: The meeting was held 2/25/2018. The City and Fire District will have equal representation on the Committee for the Joint Use Facility. The board's representatives are Barb Ayers and Todd Reeves. The project brings up many questions such as how much money will be needed by both agencies? Funding? The ownership issue, how large of a structure? Will we keep the State Road stations? Rhonda suggested having the Architect come to the board and explain the options and drawings. The advisory committee is not making any decisions at the moment. The board is committed to moving forward and using the grant dollars. Board President Evans read the letter from the City Attorney to the Fire District Attorney.

3. **Update on the Fire Chief hiring process:** The position has been advertised nationally, using the Daily Dispatch. Tom Oswald sent the notice to all area Fire Districts. The notice has been placed on our web page and in the Mosier Valley News. The deadline for applications is Sunday March 10th and the hiring committee is meeting Monday evening to go over applications received. If no applications are received, the committee will come back and re-advertise the position. A contract must be drafted by the Attorney. Rhonda explained the costs of medical, dental and vision insurance through SDAO, Life insurance, PERS and the District match of up to

6%. At the next board meeting the committee will bring applications and resumes received and present them to the board.

9. Comments from the public (only those items not on the agenda).

Joan Hudson asked about burn permits. Stated she had one on her refrigerator that has been valid for several years. Chief Renault explained the process for burn permits. He asked for her address and stated he would be out to inspect the burn area and issue her a current permit. Joan also stated she ran into a friend recently that told her about 4 years ago or so they needed a medical response and that her friend smelled a marijuana odor on the responders. Joan asked if currently the Fire District has a drug policy. Rubin explained, yes, we have a drug policy and we have a drug free workplace. Chief Renault explained that Marijuana usage is still illegal federally, even though in Oregon usage is legal. The Fire District has several federal exemptions such as not having to have a CDL but being allowed to drive emergency Fire Apparatus and receiving Federal Grants. Those exemptions could be taken away if laws are not obeyed. Drug testing is very common prior to hiring in most public agencies.

10. Chief's Report: Included in board packet. Board member Reeves asked Chief Renault about surplus equipment. Chief stated that once the new equipment is placed in service he will make a list of items/equipment to be surplus and present it to the board for action. At the present time there are 4 trucks and 2 Tenders. Reeves stated he saw on a site where a similar truck was selling for \$22,000.00. Hopefully we can secure some funds from this excess equipment.

The Automatic Aid Agreement should be in effect by next meeting.

Mid-Columbia's training tower is operational and Mosier can now do live fire training there. Live fire training is now a requirement every three years for all firefighters. We currently have 2 certified trainers in our department so we can use the tower whenever without having to have a trainer from another agency assist.

Wasco County is looking to establish an Immediate Needs Task Force which will include Mid-Columbia Fire and Rescue, Mosier Fire, Dallesport Fire and Wamic Fire. This will provide great training and experience for our firefighters.

11. Adjournment: there being no further business the meeting was adjourned at 19:57 hours.