



Boardman Fire Rescue District Board of Directors

Meeting Minutes

January 9, 2025

Boardman Fire Station 81

911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: 7:00 p.m.

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter, Director David Boor

Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Battalion Chief/Training Officer Sam Irons, Firefighter/Paramedic Levi Renfrew, Interim Company Officer Mark Sowa

Absent: Directors Ken Browne and Luis Medel Rodriguez

PUBLIC COMMENT: None

AGENDA ADJUSTMENTS: None

DIRECTOR REPORTS

1. Board Bylaws: Due to computer problems, President Pratt's draft was lost. She is currently reconstructing it.

FIRE CHIEF'S REPORT – Chief Mike Hughes

Chief Hughes reported the total number of calls for 2024: 1,349.

1. Columbia Development Authority (CDA) Land: BFRD has a contract with the CDA for the provision of fire emergency services, however, Irrigon City Manager Aaron Palmquist, is continuing his efforts for Irrigon Rural Fire Protection District (IRFPD) to provide service there. Mr. Palmquist submitted a letter to the Morrow County Board of Commissioners requesting IRFPD be given that land. Chief Hughes said, for the record, he would once again provide the following facts – Irrigon Fire was originally asked to provide services to both the EFU (Exclusive Farm Use) and Port Industrial land, but they turned it down. The CDA then offered the land to Boardman Fire and an agreement was signed. Sometime later, Irrigon Fire asked to provide coverage and all parties agreed, due to better access, it made sense to remove a specific area from BFRD's coverage to IRFPD, and new contracts were signed. Chief Hughes said he was perplexed by several things, 1.) Why does this continue to be a battle since there are signed contracts? In addition, lawyers for both parties are involved now, at taxpayers' expense; and 2.) Why is the Irrigon City Manager involved since IRFPD is its own district and not part of the City of Irrigon? He continued by saying Mr. Palmquist's request to the BOC specified how IRFPD would provide service – it would rely on BFRD for mutual aid. This makes no sense, said Chief Hughes. Chief Hughes said he would request to be on the BOC's agenda once the surveys and legal descriptions have been completed by the CDA. He will ask that

the land be annexed into BFRD's district. That process will involve public hearings by the BOC, he added. After responding to several questions from the Board, Chief Hughes said he would provide updates as the situation developed.

2. Type 6 Update: Funds were received from the sale of the Type 6 that BFRD built in-house. The two new chassis arrived and a local metal fabricator is building two flatbeds for the price of one – a savings of \$23,000.

CONSENT CALENDAR ITEMS

1. December 12, 2024 Regular Board Meeting Minutes
2. Approve Bills and Payables

Director Boor moved to approve the Consent Calendar, as presented; Vice President Dieter seconded. Discussion: President Pratt asked about a \$15,000 item in Bills & Payables to Sussman Shank LLP. Chief Hughes said that was the portion the insurance company didn't cover from Morrow County Health District's (MCHD) lawsuit against BFRD. The MCHD litigation account is closed but a new account is being tracked separately for the Irrigon Fire issue, he said. Motion carried by those named – President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye.

ACTION ITEMS – None

FIRE LOSS MANAGEMENT REPORT – Fire Marshal Marty Broadbent

December was a busy month for inspections, testing, and plan reviews, including activity in Arlington and the future build of a gas station on Paul Smith Road.

TRAINING DIVISION REPORT – Battalion Chief/Training Officer Sam Irons

Statistics for December:

- Twenty-seven team members contributed 270 total hours of training.
- Three CPR classes were held for 12 adults.
- AWS Safety Day saw attendance by 150 adults.
- PGE Tabletop Scenarios were held at Carty/Coyote
- A nine-month probation test was administered and passed.

Statistics for 2024:

- Thirty-six team members contributed 2,910 total hours of training.
- There were 64 training codes for the year.
- Highest training code hours:
 - EMS: 489.3 hours
 - Driver/Pumper: 300.2 hours
 - Firefighting Tools/Tactics: 367 hours
 - Special Operations: 270.6 hours
 - Wildland – 324 hours

During the discussion, it was noted the state requires a minimum of 60 training hours per year, depending on a person's certification level. BFRD was above the state requirement.

EMS REPORT – Firefighter/Paramedic Levi Renfrew

For January to-date, there have been 15 EMS calls. There were 66 total calls in December. On Christmas morning, there was a mass casualty incident that three BFRD advanced life support (ALS) ambulances responded to, as well as one mutual aid ambulance from IRFPD. Four patients were transported that day. This left one fully-staffed ALS ambulance at Station 81 ready to respond to other calls.

Chief Hughes said Life Flight was called that day for one patient and he received a letter from Life Flight thanking Firefighter/Paramedic Renfrew for his professionalism and patient care.

FIRE OFFICER’S REPORT – Interim Company Officer Mark Sowa

After discussing the responses to several incidents, he said C Shift’s focus recently has been on organizing the EMS room, which simplified things for crew members. It’s now easier for them to keep supplies in line and up-to-date. There was also a focus on probationary trainings.

FINANCIAL REPORTS – Chief Hughes

Chief Hughes said it was noticed today that, due to a misunderstanding, there were three EMS categories in the budget, with one showing over-budget. Adjustments are being made to significantly reduce the over-budget line and bring it into the Equipment & Operations Budget. He also said the Vehicles line in Capital Outlay was over-budget as he did not anticipate replacing two Type 6 engines. A supplemental budget will be required in June to correct both of these, he explained.

President Pratt asked the status of payments due from Morrow County for the provision of ambulance services. Chief Hughes said the County is in arrears to BFRD by over \$200,000. The County asked him to change how he submits invoices. He was previously sending them to the County Administrator and they now want him to send them directly to the Finance Department. President Pratt mentioned BFRD is paid after the fact, while MCHD is paid in advance.

COMMUNICATIONS – Executive Assistant Suzanne Gray

Ms. Gray said the registration was paid for the three members attending next month’s conference of the Special Districts Association of Oregon.

PRESENTATIONS/RECOGNITIONS – None

CLOSED DOOR SESSION – Not needed

NEXT MEETING – Thursday, February 13th, 7:00 p.m.

ADJOURNED: 7:27 p.m.