



Boardman Fire Rescue District Board of Directors
Meeting Minutes
December 12, 2024
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: Vice President Loren Dieter, Director David Boor
Via Zoom: President Lisa Pratt
Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Battalion Chief Sam Irons, Firefighter/Paramedic Sean Cariss, Captain/EMT Ethan Salata
Absent: Directors Ken Browne and Luis Medel Rodriguez

PUBLIC COMMENT: None

AGENDA ADJUSTMENTS: None

DIRECTOR REPORTS

Chief Mike Hughes reported on the Board's November 15th Workshop. He said President Pratt planned to have draft bylaws available for the January meeting.

FIRE CHIEF'S REPORT – Chief Hughes

1. Chief Hughes introduced and welcomed new Firefighter/Paramedic Ryan Rhodes.
2. Partnership with Columbia River Health (CRH) – BFRD has been asked to partner with them in their new diabetes education campaign. He outlined how the partnership would work and said the campaign and the partnership would be beneficial to the community.
3. Type 6 Update – BFRD sold one of its Type 6 vehicles to the Stockton (Maryland) Volunteer Fire Company for \$212,000, and one of the remounted chassis to another agency. The two chassis recently purchased to build two Type 6s for next summer will be picked up next week.
4. Audit – Every year, the same deficiency is noted in the audit – that there is not enough separation between the two staff members who handle the finances. As discussed during the November 15th Workshop, BFRD planned to delegate out some of the duties for additional separation. Chief Hughes said BFRD was working toward a program and hoped to have it by early 2025.
5. Ground Emergency Medical Transportation Program (GEMT) is a state/federal supplemental payment program. BFRD was accepted into the program and anticipates it will bring in about \$166,000 annually. He described how the program worked and the required documentation.
6. Columbia Development Authority (CDA) Property – BFRD has a contract with the CDA to provide services in certain areas, however, Irrigon City Manager Aaron Palmquist is pushing for those areas to be covered by the Irrigon Rural Fire Protection District. Mr. Palmquist cited Oregon Revised Statute (ORS) 478.702 Annexing lands to district, as its means to do so. Chief Hughes disagreed and pointed to parts of the statute that supported his conclusions. He provided background information by saying Irrigon was originally offered all of the land in question but turned it down. The CDA then approached BFRD

to provide service and a memorandum of understanding for the provision of fire emergency services was entered into until such time as Morrow County annexes the land into a district. Recently, the CDA asked BFRD if it would agree to give Irrigon Fire 643 acres, to which he responded it made sense as they had better access. Chief Hughes also said the CDA negotiated fairly and did its due diligence in the process. He explained one item slowing down the process has been the legal descriptions for the properties assigned to BFRD that were pending the surveyor. That process by the CDA was now back on track and the surveys were forthcoming.

CONSENT CALENDAR ITEMS

1. November 14, 2024 Regular Board Meeting Minutes
2. Approve Bills and Payables

President Pratt moved to approve the Consent Calendar, as presented; Director Boor seconded. Discussion: none. Unanimous approval.

ACTION ITEMS – Chief Hughes

1. Request to Purchase Ari-Hetra Vehicle Lift - \$55,000. Chief Hughes said the funds will come from Facilities/Capital Improvements for the portable lifts capable of lifting all the equipment aside from the fire truck. Brief discussion and questions.

Director Boor moved to approve the purchase of the Ari-Hetra Vehicle Lift at \$55,000; President Pratt seconded. Discussion: none. Unanimous approval.

FIRE LOSS MANAGEMENT REPORT – Fire Marshal Marty Broadbent

Fire Marshal Broadbent reviewed his report of inspection and testing activity for November. He noted the figures, year-to-date, for false alarms: \$10,000 from East Lamb Weston; \$5,000 from West Lamb Weston; \$3,000 from Amazon sites.

TRAINING DIVISION REPORT – Battalion Chief Sam Irons

- Thirty team members contributed 319 hours of training. Training has shifted to mostly indoors with the change in weather.
- Three CPR classes were held for 30 students.
- Three Riverside High School students job shadowed at Station 81.
- Fire Safety was taught at the Neal Learning Center.
- All candidates passed their three-, six- or nine-month probation tests.
- Year-to-date calls for Station 81 – 1,295; prior year – 1,050.

EMS REPORT – Firefighter/Paramedic Sean Carris

- December statistics – 57 total medical calls. Interfacility Transports (IFTs) have increased with the worsening weather conditions.
- Chief Hughes informed the Board he planned to add portable ventilators and CPAPs to the ambulances.

FIRE OFFICER'S REPORT – Captain/EMT Ethan Salata

- The focus has been on preparing probationary team members for their tests.

FINANCIAL REPORTS – Chief Hughes

- Eighty percent of the total tax base has been received.
- The county still owes BFRD about \$133,000 for providing countywide ambulance services.

COMMUNICATIONS – Executive Assistant Suzanne Gray

- Small Districts Association of Oregon’s Annual Conference will be held February 6th-9th in Bend. The Board members who were present informed Ms. Gray of their dates of attendance and Chief Hughes offered to follow-up with Directors Browne and Rodriguez.

PRESENTATIONS/RECOGNITIONS – None

MISCELLANEOUS - Chief Hughes

- Annual Christmas Party will be Friday, December 20th at the SAGE Center.
- Chief Hughes will attend a three-day course on ISO Ratings (Insurance Services Office) in January.

CLOSED DOOR SESSION

Vice President Dieter stated the Board would go into Executive Session under ORS 192.660(2)(i) – To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. Chief Hughes said no decisions were anticipated but there may be a short statement following the Executive Session.

NEXT MEETING – Thursday, January 9th, 7:00 p.m.

ADJOURNED REGULAR MEETING TO GO INTO EXECUTIVE SESSION: 7:32 p.m.

RETURNED TO OPEN SESSION: 7:40 p.m.

Vice President Dieter said due to a payroll error regarding Chief Hughes’ compensation, steps to resolve the issue would be addressed.

ADJOURNED: 7:41 p.m.