



EAST UMATILLA FIRE & RESCUE

BOARD MEETING
November 16, 2023, 7:00 PM
Weston Fire Station
103 W. Main Street
Weston, OR 97886

Mission Statement

East Umatilla Fire and Rescue is committed to preserving life, property, and the environment by providing and supporting the best possible emergency services to the communities in our district. Volunteer fire fighters are dedicated to safely minimizing suffering, loss of life, and loss of property incurred by fire, accidents, disasters, and medical emergencies. Fire fighters do this through fire training, suppression, preparation, education, and prevention.

In Attendance

<u>X</u> <i>Matt Hoehna, President</i>	<u>X</u> <i>Greg Phillips, Director</i>
<u>X</u> <i>Terry Case, Vice President</i>	<u>X</u> <i>Chris Williams, Director</i>
<u>X</u> <i>Carol Kirk, Secretary/Treasurer</i>	<u>X</u> <i>Dave Baty, Fire Chief</i>

MINUTES

- 1) **MEETING TO ORDER**
Board President, Matt Hoehna called the meeting to order at 7:13 p.m.
- 2) **ROLL CALL**
The following guests were in attendance: Chrys Wernlund, Shelia Jaspersen, Michael Kobasa, Jeremy Lasater, Juan Avila, and Whitney Majors. Chris Williams was on zoom.
- 3) **APPROVE/EDIT/ADD TO THE AGENDA**
MOTION: Greg Phillips moved to approve Agenda.
SECOND: Carol Kirk
VOTE: Unanimously Approved 5-0
- 4) **PUBLIC COMMENT**
There was no public comment.
- 5) **FINANCIAL INFORMATION AND PAYMENT OF BILLS**
Terry Case was wondering about a couple charges that are a negative amount, out of the Grant chart of account. It is because we have paid out the amount and haven't been paid back by the Grant.
MOTION: Greg Phillips made the motion to pay the bills.
SECOND: Terry Case
VOTE: Unanimously Approved 5-0
- 6) **MINUTES FROM LAST MEETING**
MOTION: Terry Case moved to approve the Minutes last month.
SECOND: Carol Kirk
VOTE: Unanimously Approved 5-0



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OLD BUSINESS

7) ATTORNEY INFORMATION ABOUT RANDOM DRUG TESTING POLICY

The policy we are currently using is fine. We are fully within our rights, sending someone out to a clinic that is open and operating.

8) PERS REVIEW

The attorney we have been speaking with has not gotten back to us yet. We have sent in all the information that she had asked for. We are just waiting to hear back from her.

9) DISTRICT EMAIL ISSUES RESOLVED

All issues have been resolved. We are now live with new emails. Please use district emails going forward for all District Business.

10) NEW STATION STATUS

They pumped a little over 260 yards the other day. They have started the forms and concrete. They are using a process to test the concrete. The timeline is supposed to be just shy of a month once they get started. Still on time for a July 2nd, 2024, move in date. We have started choosing the internal design like countertops and shades. Carol Kirk would like to know that since they have poured the concrete, does that mean the building starts going up, the shell so to speak. The answer is yes. Sheila Jaspersen is asking if this is all public information because she has people calling asking about the fire station. Chief Dave Baty told her to have the community members come talk to him. But the answer is yes. Matt Hoehna has informed us that we will be receiving a bill from the city for reimbursement for the plan review.

11) STRATEGIC PLANNING

Fire Chief Dave Baty gave the board members an outline of a strategic plan to take home and read through. Matt Hoehna put on there for year one, develop board policies, and operating guides for the Board. Review the 1,3,5 plan annually. Around year 3 there is apparatus replacement, and the Fire Chief would like to start ALS IFTs. Which is Interfacility Transfers Advanced. The Board would like to move the Begin Fire Chief succession training to year one. The Board is hoping that by the year 2026, which is year 3, we should be in the fire station and well on our way to providing service, integrated, and have both boards decide internally on whether we shall be Merging the Fire district with the Medic District. Year 5 will consist of: the New Fire Chief working without assistance, discussion on the 1,3,5 plan, and reviewing and voting on the merger whether it is approved upon in year 3. The Boards would like to start discussing this every couple Board Meetings starting January 1, 2024.

12) SALARY ADVANCEMENT NUMBERS

Matt Hoehna will get some more information about this, to bring to the next board meeting. Trying to figure out a way to get this information into the policy book, Chris Williams found some information in the employee handbook but not in the policy book.

NEW BUSINESS

13) MONTHLY EQUIPMENT STATUS



EAST UMATILLA FIRE & RESCUE

The Contender is going to be looked at sometime this week. It has been posted for sale for over two years. The Contender has been stored in Tollgate Station. It is a Structural Type 1 Engine. The sale will be as is.

14) MONTHLY SAFETY STATUS

The Safety Committee has been formed.

15) BUDGET STATUS

The Fire Audit has been done, by Connected Professional Association and we have received the Report back. We are going to investigate them doing our Medic Audit next year. Terry Case was wondering why we have two separate accounting firms working on the audits. Fire Chief Dave Baty informed the Board that it has something to do with the different assessments between Fire and Medic. We will investigate strictly going to one accounting firm for both districts. Terry Case has a question about a few expenditures on the report, Whitney Majors answered them.

16) CHRISTMAS PARTY

It will be at the Memorial Hall. We have a caterer, who will be cooking Prime Rib and an array of sides and dishes, with hotdogs for the kids.

CHIEF REPORT: No Questions on Chief Report

GOOD OF THE ORDER

Fire Chief Dave Baty wanted to add that he has spoken with a couple ladies to help with the event coordinating. He also informed everyone about the Leadership Series Trainings that involve the Customer Service Book. This will be one night a month starting January. Matt Hoehna informed everyone that he will not be at the December Board Meeting.

ADJOURNMENT

MOTION: Greg Phillips moved to adjourn the meeting.

SECOND: Carol Kirk

VOTE: Unanimously Approved 5-0

The meeting was adjourned at 7:58 p.m.


The next meeting will be December 21, 2023, 7:00 p.m. at the Fire Station in Weston.



PRESIDENT

2/15/2024

DATE



BOARD SECRETARY

2/15/2024

DATE