

Pleasant Hill Goshen Fire & Rescue
Pleasant Hill Rural Fire Protection District
Goshen Rural Fire Protection District
Joint Board Zoom Meeting

June 9, 2020

Call to Order

The online Zoom Board meeting was called to order at 6:35 p.m. by Board President Ryan Martin.

Attending Online Zoom Meeting

Pleasant Hill Board Members – President Ryan Martin, Vice President Terry McDiarmid, Secretary/Treasurer Mark Allen, and Board Member Darrell Shoemaker. Absent: Alan Mathews.

Goshen Board Members – President William Bronson, Board Member Rose Reinertson. Absent: Vice President Tom McClellan, Secretary/Treasurer Dan Menk, and Steve Lovely.

NOTE: Board quorum not met for Goshen action items during this meeting.

Pleasant Hill Goshen Fire & Rescue Board Members – President Ryan Martin, Vice President William Bronson, Secretary/Treasurer Terry McDiarmid, and Board Member Rose Reinertson.

Staff – Fire Chief Andrew Smith, Division Chief Matthew Barnhart, Lt. Christopher Garcia, and Administrative Assistant Sarah Hallenbeck.

Welcome to Visitors: None

Correspondence: None.

Approval of Previous Meeting Minutes

- a. **PLEASANT HILL Minutes of May 12, 2020 Regular Joint Board Zoom Meeting** - The minutes of the May 12, 2020 Regular Joint Board Zoom Meeting were reviewed. Administrative Assistant noted one spelling correction to 'resolution' on the top of page 6 that has been corrected. **Terry McDiarmid made a motion to approve the minutes of the May 12, 2020 Regular Board Zoom Meeting with the noted correction. Darrell Shoemaker seconded. Motion passed unanimously.**
- b. **GOSHEN Minutes of May 12, 2020 Regular Joint Board Zoom Meeting** – Approval of the minutes of the May 12, 2020 Regular Joint Board Zoom Meeting were tabled due to lack of a Goshen Board quorum.
- c. **PLEASANT HILL GOSHEN FIRE & RESCUE Minutes of May 12, 2020 Regular Joint Board Zoom Meeting** - The minutes of the May 12, 2020 Regular Joint Board Zoom Meeting were reviewed. Administrative Assistant noted one spelling correction to 'resolution' on the top of page 6 that

has been corrected. **Rose Reinertson made a motion to approve the minutes of the May 12, 2020 Regular Joint Board Zoom Meeting with the noted correction. Terry McDiarmid seconded. Motion passed unanimously.**

Review of Monthly Financial Reports

Chief Smith stated that as we near the end of the fiscal year we have still not received the check from California for conflag and we really need this money. He states his frustration, and notes many Chief's have the same frustrations due to the dependence on receiving these conflag reimbursements to make budgets. He states we are still hoping to receive the money before the end of the fiscal year but have heard no updates from Oregon that these funds are on the way.

Pleasant Hill RFPD

****Transaction List & Financial Review.** The Board reviewed the financials and transaction list. **Mark Allan made a motion to pay the districts bills. Terry McDiarmid seconded. Motion passed unanimously.**

Goshen RFPD

****Transaction List & Financial Review.** Review tabled due to the lack of a quorum for the Goshen Board.

Fire Authority

****Transaction List & Financial Review.** The Board reviewed the financials and transaction list. **Rose Reinertson made a motion to pay the fire authority bills. Terry McDiarmid seconded. Motion passed unanimously.**

Chief Smith informed the board he has received interest in the Engine for sale from Swisshome/Deadwood Fire who are going to come view it this week. Chief Smith wanted to get the boards consensus on minimum sale price. Discussion ensued and Chief was given direction to dismiss any offers under \$20,000.

Staff Reports

a. Fire Chief Report: June 2020

Here are updates to consider from the month of May 2020:

- 1. Budget is done-** recorded with the County and ready to go July 1st. I am nervous about a couple cash carry forward figures, but we will see as the month unfolds. We are continuing to watch our expenses closely.
- 2. New Engine –** The new Pierce Engine is in Springfield going through final touches. We will be inspecting it very soon, final cabinets built, and it will be coming to us very shortly to go in service.
- 3. New Tahoe –** New Tahoe is getting final touches and will be fully in-service this month after long delays from Chevy. I have been able to finish that vehicle and all its equipment about \$9500 under budget.

4. **Brush Rig-** the Goshen brush rig that is a 2003 Ford is continuing to have problems. Now we are having a cleaning of the turbo on top of the leak issues from the high-pressure pump. I am concerned about the future of this truck as it is continuing to have problems when in service. It is getting fixed but it's going to spend more time in reserve at this point because reliability. Since we skipped replacement of that vehicle, we will do what we can to keep it going and I am currently looking at other strategies to help us move forward.
5. **Annexation** – I will be giving annexation updates at the meeting. This has been the focus of all our efforts as of late and will continue to be. I am working very closely with Christy Monson, our legal counsel on this matter.
6. **Cares Funding** – I have requested CARES funding for all the expenses we incurred as a result of COVID 19, including the money necessary to make it safe for essential personnel to work both in person and or remotely. It is not much, but I have requested funds back. We will tally a figure for you soon.
7. **Surplus Engine** – I have not sold the engine yet; I am trying but have had no bites. It will be helpful to establish an amount we really want. Should this not be sold by the end of the fiscal year, it may affect carry forward numbers for Pleasant Hill.
8. **Pay Offs** – We will be getting lined up with everything we need for pay off both Districts debt over summer. Pleasant Hill will be paying their engine off in the coming days.
9. **Audit** – the audit process should be happening in the first or second week of August. They come and set up at our office to do this process.

b. **Division Chief's Report**

June Presentation of Operations and Training in May

Operations:

In May we received a total of 73 calls for service in both battalions combined. This represents a slight increase in call volume compared to April which could be attributed to relaxing some of the Covid-19 based regulations on business and travel. In May we handled 39 calls for EMS emergencies, 8 calls for motor vehicle accidents, 8 fires, and 3 times we were sent on calls that were classified as "other". We also received 15 calls last month that were either canceled by a Chief officer while we were in route or cancelled by dispatch.

Our staffing levels have been extremely high as of late, and in May it was no different. We continue to meet and exceed the prescribed "three-person engine crew minimum" every day, and every evening at station 501. I am currently training another new resident to fill a void at station 503 that will help with evening staffing deficiencies there.

Training:

Our current academy cadets are all succeeding to this point and are nearly half-way complete with their in-house training. This will be the first academy during my tenure that will be taught 100% in-house, and totally by our 48/96 shifted staff. This will also be the first academy that our students will be able to complete all of their required practical skills days here, without having to send crews to both Marcola for live fire, and Eugene for ventilation and forcible entry prop training. This has been made possible by upgrading and adding to our training props at station 502.

We have started the prerequisite training for our next generation of Apparatus Operators, and their respective cognitive training will begin soon.

Our annually required RT-130 (Wildland Refresher) training has been completed, and I have started to build our list of eligible candidates for conflagration deployments. This year, and in the future, we will be using the health questionnaire set forth and required by NWCG prior to attempting the pre-requisite NWCG pack test in order to be eligible for our conflagration roster as well.

Unfinished Business

a. **Fire Authority**

i. Annexation Discussion/Action Items

Chief Smith updated the board regarding his conversations with attorney Christy Munson. The board received the 2 resolutions that are in the works. We will have a public hearing at our next board meeting and then adopt these resolutions at the next meeting as well. Our attorney suggested the boards have another work session. Chief Smith informed the boards that if annexation fails there is a 1-year moratorium where we cannot go out and ask for an annexation vote again. Chief Smith stated it looked like both districts will have a vote. Pleasant Hill to dissolve and annex into Goshen, and Goshen to approve the annexation. We would include to be renamed as Pleasant Hill Goshen Fire & Rescue after successful annexation. After the resolutions are signed at next month's meeting, we are good to move forward in any public education efforts the boards desire. Discussion ensued and included the following ideas: town hall or online town hall; letter from Chief to the community and signed by all board members. Ryan would like staff to reach out to LCC to review their thoughts on the online town hall they completed for their measure which just passed. Ryan Martin asked Chief if the question regarding post annexation board make-up was received. Chief Smith stated that it would be decided on by the current boards and look like their current model (2 Goshen, 2 Pleasant Hill) with the additional position and remain represented by both parties.

New Business

a. **Fire Authority Action Items:**

i. Resolution to Execute precautionary transfer from Contingency for PERS

Chief Smith informed the board of this accounting measure we need to complete after discussion with our auditor. Our Personnel Services tightness is due to the unanticipated PERS expense that was related to prior years PERS reporting errors that we are having to correct.

b. **Pleasant Hill Action Items:**

i. Resolution Authorizing Surplus and Sale and Acceptance of Associated Funds – 2005 Chevrolet Trailblazer

Administrative Assistant noted that the resolution will have one change which is to take out the word 'cashiers' before check in the highlighted area. **Mark Allen made a motion to adopt Resolution 5-20 A Resolution Authorizing the Surplus Sale of a 2005 Chevrolet Trailblazer and Acceptance of Associated Funds. Terry McDiarmid seconded. Motion passed unanimously.**

c. Goshen Action Items:

- i. None

Ryan Martin requested to have all tabled Goshen action items put on the agenda for the next meeting, July 14, 2020.

Terry McDiarmid made a motion to adjourn. Rose Reinertson seconded. Motion passed unanimously. Meeting adjourned at 7:03 p.m.

Respectfully submitted,

Sarah Hallenbeck
Recording Secretary

Approved