

# POLK COUNTY FIRE DISTRICT NO.1

## Board of Directors

November 14, 2024

6:00pm – Central Station

Location: 1800 Monmouth St., Independence, Or 97351

**Also Virtually at:**

**Meeting ID: 832 8036 3029 - Passcode: 801072**

President Jeff Hamilton

Vice President Cord Von Derahe

Secretary Mike Lippsmeyer

Director Curtis Cole

Director Dan Miller

Chief Ben Stange

DC Neal Olson

DC Frank Ehrmantraut

DC Troy Crafton (Absent)

Office Administrator Stephanie Hale

Office Assistant Maliyah Thompson

**CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE:** Anyone wishing to address the Board please sign the sheet on the back table with your name and topic that you would like to discuss. If you are online, please use the raise hand feature when it comes time for public comment. Comments are limited to three minutes but the Board welcomes additional information in writing. Typically, a speaker's comment is taken under advisement to allow time for the Board to review an issue, however, the Board may ask a speaker for additional information or may convey to the speaker some information that addresses their comment.

Meeting minutes will be recorded and kept for 60 months.

**Open for public comment on any of the agenda items.**

### CONSENT AGENDA:

- 1) Board Agenda
- 2) Approve October 17th, 2024 Regular Board Meeting Minutes
- 3) Financials:
  - 3a. Approval of Disbursements for October 1-31, 2024
  - 3b. Finance report for the month of October 2024

**Director Miller** – Motion to take the Agenda as a whole.

**Director Cole** – Second.

**President Hamilton** – All in favor, none opposed, carried – Agenda approved.

**UNFINISHED BUSINESS: None at this time.**

### NEW BUSINESS:

**a.) Community Wildfire Risk Reduction for Defensible Space Grant Award**

- Received a \$75,000 grant from the Oregon State Fire Marshal's Office.
- A lot of our focus will be on the Marion County side of the river, in the South Salem hills.
- Allows us to get better access to homes (driveways).
- We will be working with contractors to get these jobs done.
- We have until August 2026 to complete the grant.

## CHIEFS REPORT:

### a.) 2023-2024 Audit

- Stephanie has been working very hard to prepare for the audit, and overall, it went well. We should get the report in the coming months.

### b.) October Fire Prevention Month

- We saw 250 kids, pre-school through 5<sup>th</sup> grade during this month with Pub Ed events, field trips and Halloween.

### c.) Pediatric Emergency Preparedness Class

- Held at the Independence City Hall which has breakout rooms, so it was a good space.  
- The class was done through the Oregon EMS for Children Program  
- 30 attendees from six different agencies.  
- All instructors were doctors and nurses from all over the State.

### d.) Oregon Fire District Director's Association Conference

- Chief Stange and Stephanie attended the conference in Sunriver last week.  
- A lot of classes about how to properly hold a Board Meeting.  
- Hot Topic: Federal OSHA rules relating to fire.  
- Chief explained that Jason is going to testify on behalf of Special Districts and Oregon Fire Chief's Association. There has been a lot of feedback on this topic and there will be 11 days of testimonies. They took volunteers out of it, but for Oregon, we consider our volunteers employees, so it will impact Oregon a lot differently than it would other states.

### e.) Hiring and Staffing Update

- We had two candidates successfully complete the testing process but the Civil Service Commission is allowing us to go back out and see if we can get a few more applicants. The application will close on December 2<sup>nd</sup>.  
- Director Miller asked if we have any web presence now when someone searches and Chief Stange said yes.  
- The applicant pool was a huge topic of conversation at the Fire District Director's Association conference. It is difficult getting applicants everywhere, not just in our District.

### f.) Member of the Month

- JJ (Jaclyn) Chinnock. She has been a volunteer on the support team for quite some time and has been very helpful with the EMR class on Wednesday nights.

**TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:** Chief mentioned that there were 40 measures on the ballots across Oregon that involved Districts that asked for money, either levy's or bonds, and only 16 of them passed.

**PUBLIC COMMENTS:** None at this time.

## BOARD MEMBER COMMENTS:

**Director Miller:** searched for FF/Paramedic jobs in Oregon and did not see us showing up. How does someone that wants to work here find our job listing?

**Chief Stange:** His cousin that is a Police Chief in Minnesota said he got an email about the job listing. He mentioned that we renewed our subscription to National Testing Network to post our job listing, and that we are the top posting on Daily Dispatch. We have also posted it on Adzuna and OFSOA.

**President Miller:** Happy belated Veteran's day to all of our Veterans and Happy Thanksgiving.

**Secretary Lippmeyer:** Asked how the metric development is moving along for the Strategic Plan.

**Chief Stange:** Admin has been meeting weekly. We have created sheets for each action that has timelines, milestones, what the objective is, who is going to be involved, etc. and they have been assigned to people.

**Vice President Von Derahe:** Thanks to all our Veteran's, good job with the class, it is nice to be hosting those types of things, and the grant from OSFM: putting money back into the community is always a good thing.

**EXECUTIVE SESSION:** According to ORS 192.660. If necessitated by business. None anticipated.

**ADJOURNMENT:**

**President Hamilton adjourned the meeting at 6:11pm**

**Minutes by Maliyah Thompson**