**POLK COUNTY FIRE DISTRICT NO.1**

**Board of Directors**

**June 13, 2024**

**6:00pm – Central Station**

**Location: 1800 Monmouth St., Independence, Or 97351**

**Also Virtually at:**

[**https://us02web.zoom.us/j/83280363029?pwd=NGRDbTVmOHJNMIRQR3ZSV055Um1wZz09**](https://us02web.zoom.us/j/83280363029?pwd=NGRDbTVmOHJNMIRQR3ZSV055Um1wZz09)

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

President Jeff Hamilton Chief Ben Stange

Vice President Cord Von Derahe DC Neal Olson

Secretary Mike Lippsmeyer DC Frank Ehrmantraut

Director Curtis Cole DC Troy Crafton

Director Dan Miller  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 May 9th, 2024 Regular Board Meeting Minutes
3. Approve May 14, 2024 Budget Committee Minutes
4. Financials:

3a. Approval of Disbursements for May 1-31, 2024

3b. Finance report for the month of May 2024

**President Hamilton** – Asked how the Board would like to take the agenda.

**Vice President Von Derahe** – Stated to take the Agenda as a whole.

**Director Miller**– Second.

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

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

**NEW BUSINESS:**

1. **Resolution 2024-05 Adopt FY 24-25 Budget**

**President Hamilton read aloud the Resolution. (See attached Resolution 2024-05)**

**The Board** voted to pass Resolution 2024-05. All in favor, none opposed, carried – Fiscal Year 2024-25 Budget Adopted.

1. **Lifesaving Recognition**

Chief Stange told a brief story about an incident that happened on February 21st. PCFD responded to CPR call that had an extended scene time. They transported the patient to the hospital and the patient was discharged back to her home. Chief then recognized all that were involved in the incident: Chaplain Moran, Call-Taker Vana Gonzalez, Sergeant Dallas Cole, Captain Shellito, Firefighter Trevorrow, Firefighter Lamoreaux, Firefighter Johnson, Engineer Wells, Engineer McMurry, Engineer Homer, Firefighter Hardwick, Chief Ehrmantraut, Chief Crafton and Lieutenant Chinnock—Chief Stange was also involved. Those that were recognized received a Lifesaving Coin from Chief Stange.

**President Hamilton adjourns the meeting for a break at 6:20pm.**

**President Hamilton resumes the meeting at 6:25pm.**

1. **2024-2027 Union Contract**

* **EXECUTIVE SESSION:** According to ORS 192.660(2)(d) – to conduct deliberations with persons designated to carry on labor negotiations.

**The Executive Session began at 6:30pm and was adjourned at 6:36pm.**

**Secretary Lippsmeyer** – Motion to approve the three year contract as negotiated in the Executive Session.

**Vice President Von Derahe** – Second.

**President Hamilton** – All in favor, none opposed, carried – 2024-2027 Union Contract approved.

1. **Changes to Employee Handbook**

**Refer to the Recommended Changes to the Employee Handbook**

- Change “PERS” title to “Retirement”, and remove the information about who qualifies for PERS because we don’t determine who qualifies for those benefits—PERS does.

- The District will contribute $200 monthly to each regular full-time employee’s VEBA account.

**Director Cole** – Motion to accept the Employee Handbook as updated

**Vice President Von Derahe** – Second

**President Hamilton** – All in favor, none opposed, carried – Motion passes.

1. **Recognition of Juneteenth as a Holiday**

**President Hamilton** – Motion to recognize Juneteenth as a District Holiday and add it to the list of Holidays in the Employee Handbook.

**Vice President Von Derahe** – Second.

**President Hamilton** – All in favor, none opposed, carried – Motion passes.

**CHIEFS REPORT:**

1. **Seasonal Hires**

- 6 seasonal hires working June-October. We have 2 people on for 10 hours a day, Monday-Saturday. (Grant from the Oregon State Fire Marshal’s Office)

1. **Strategic Planning Update**

- 2 separate surveys have been sent out. One for career staff and the other for volunteers. The next meeting is July 9th to discuss the results of those surveys.

1. **Pub Ed Events**

- Touch-A-Truck event, job affairs at the local high school, and a bike rodeo at MES.

1. **Metro Area Wildfire School**

- 8 people attended the academy. 3 are working on their Firefighter Type 1, and 5 are working on their Engine Boss.

1. **Notable Incidents**

- May 13th: Arborvitae caught fire between Jade Terrace and the Clinic

- Structure fire on S 5th St during shift change (June)

- Helped Dallas with arborvitae fire next to Dallas Retirement Center

1. **Member of the Month**

**- Jaclyn Chinnock** (Support Member)

**TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:**

**Chief Stange stated** July 3rd we will be having our Recruit Graduation at 7pm and July 4th is the annual pancake feed from 6am-10am.

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

**BOARD MEMBER COMMENTS:**

**Secretary Lippsmeyer – Congratulations to all those who have been recognized.**

**President Hamilton – Great job to the negotiating team**

**Vice President Von Derahe** – Good job on the code, and good job to Chief for bringing in the Sergeant, the dispatcher, and recognizing that it is not just the ALS side of it.

**EXECUTIVE SESSION:** According to ORS 192.660(2)(d) – to conduct deliberations with persons designated to carry on labor negotiations.

**ADJOURNMENT:**

**President Hamilton adjourned the meeting at 6:54 pm**

**Minutes by Maliyah Thompson**