

**POLK COUNTY FIRE DISTRICT NO.1**  
**Board of Directors**  
**October 17, 2024**  
**6:00pm – Central Station**  
**Location: 1800 Monmouth St., Independence, Or 97351**

**Also Virtually at:**

<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 (Virtual)	DC Neal Olson (Absent)
Secretary Mike Lippsmeyer	DC Frank Ehrmantraut (Absent)
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 September 12th, 2024 Regular Board Meeting Minutes
- 3) Financials:
  - 3a. Approval of Disbursements for September 1-30, 2024
  - 3b. Finance report for the month of September 2024

**President Hamilton** – Motion 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:**

**a.) Strategic Plan Review/Approval**

\*Chief Stange went over a slideshow presentation of the Strategic Plan\*

After the presentation, Chief Stange asked the Board if there were any questions about the Strategic Plan or the process.

**Vice President Von Derahe said** it looks like a great plan but mentioned that under "Safe Workforce" it only listed that we maintained OSHA compliance and he thought there was more it could have talked about such as NFPA, supervisor training, treating employees fairly, etc.

**Chief Stange explained** that there are a lot of variables and that we can't completely control some of the goals. We have been working very hard the last few months on OSHA, trying to get back to where we were pre-pandemic. We are trying to acknowledge that we are not where we need to be, and that we are going to begin prioritizing it more.

**Secretary Lippsmeyer stated** that he has been a part of about several things like this in the past and often times they get forgotten about. He was concerned because he did not see anything about “metrics” or “KPI” until deeper into the plan and he said that the only way things get done is if you measure them. He said he will wait to see the results.

**Vice President Von Derahe:** Motion to accept the Strategic Plan.

**Director Miller:** Second.

**President Hamilton:** All in favor, none opposed, Strategic Plan passes unanimously.

## **CHIEFS REPORT:**

### **a.) Staff Conference and Trainings**

**Chief Crafton attended the International Association of Arson Investigators Conference.**

- The conference took place in Pendleton at the Wildhorse Resort & Casino.
- Chief Crafton explained some of the classes that he went to over the week.

**Stephanie attended the annual Oregon Fire Service Office of Administrators Conference**

- The conference took place in Newport.
- She is the Communications Chair and the Treasurer for the Board.
- They presented the 4<sup>th</sup> Quarter Board Report and their audit, as well as adopted their budget.
- Stephanie talked about some of the speakers.
- Last year she received her 1<sup>st</sup> year accreditation award. She has now completed her second year so hopefully at the next conference she will receive her 2<sup>nd</sup> year accreditation. She was also given the President’s Award.

### **b.) Hiring and Staffing Update:**

**Chief explained** that we had a testing process just for Paramedics. Our FF/EMT list is still active and our FF/Paramedic list is exhausted and we have a vacancy. We had three people apply, but only tested two on Tuesday the 15<sup>th</sup>. The Civil Service Commission meets next Tuesday and the options will be either to interview candidates that had a high enough score and/or test for and additional candidates to have a bigger list to choose from.

### **c.) Notable Incidents:**

- September 13<sup>th</sup>: Attached garage fire on Stryker, just before Highway 51. We had seven people on scene within 8 minutes and 3 seconds, and 15 on scene within 19 minutes and 22 seconds (including Ladder 101 from Dallas). The property was valued at \$385,000, and the estimated damage was about \$75,000.
- September 15<sup>th</sup>: Brush fire near Buena Vista that got into some farm equipment and brush next to a barn. The barn did not catch fire.
- Field fire about 100yds x 200yds on De Armond Rd. We had 17 people on scene and kept the fire contained to the field.

### **d.) Member of the Month**

- Seamus Connerly: Began as a volunteer at Station 70 and graduated from the academy this past July. He was hired as a seasonal this summer as a FF/EMT and learned about our resident program. He is currently a resident here and is going to school to become a Paramedic.

**TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:** None at this time.

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

**BOARD MEMBER COMMENTS:**

**Director Miller**— good job to Stephanie!

**Secretary Lippsmeyer**— he appreciated the handout about public meeting comments because it helps bring awareness. There may be some other ORS things that we are not meeting. If we can do it in this form, that is good.

**Chief Stange** added— allowing public comments is the right thing to do but we don't *have* to let them comment.

**President Hamilton**— Told Stephanie she is doing a great job!

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

**ADJOURNMENT:**

**President Hamilton adjourned the meeting at 6:37pm**

**Minutes by Maliyah Thompson**