

**SW Polk Fire District**

Regular Meeting Minutes – July 14, 2022 – 15455 Salt Creek Rd. Dallas, OR 97338

Board Members Present	Board Members Absent
<b>SW Polk Fire District</b> Rod Watson Keith Moore Bruce Sigloh Bob Davis Frank Pender	None
	Administration Present
	Fred Hertel Scott Magers Christine Talley

Virtual- (V) Arrives after roll call- (ARC)

GENERAL BUSINESS		
<b>Call to Order</b>		President Rod Watson opens the meeting at 6:02 pm. SW Polk Fire District has a quorum of directors and will allow deliberation, decision making, and will take public comment per the posted agenda. Pledge of Allegiance is recited.
<b>Roll Call</b>		Chief Hertel calls roll as delineated above
<b>Additions/Corrections to Agenda</b>	Discussion	Hertel removes "Union Ratification"? Watson adds Sheridan to "D". Watson adds Comments to "E".
<b>Approval of Minutes</b>	Discussion/Action	The board reviews the June 9 <sup>th</sup> Meeting Minutes. Davis noted that the meeting minutes need to say "second"  <b>Motion:</b> Pender <b>Second:</b> Sigloh <i>I move to approve the meeting minutes as presented.</i> <b>Motion passes unanimously</b>
<b>Financials</b>	Discussion/Action	The board reviews the June financial report. All questions for clarification are answered. Hertel provides an update of the collected ambulance revenue. Moore asks whether SW Polk qualifies for GEMT. Hertel states the district will in 2022, which is submitted for funds 2023.  <b>Motion:</b> Davis <b>Second:</b> Pender. <i>I move to approve the finances as presented</i> <b>Motion passes unanimously</b>
<b>Audience Participation</b>	Discussion	None
<b>Executive Session</b>		Rod Watson opens executive session at 6:15 p.m. as authorized under ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection. Closes 6:40 p.m.
<b>Dallas Contract</b>	Discussion	Chief Hertel reviews an email from Dallas City Manager Brian Latta, rejecting SW Polk's counter proposal and resubmitting the original proposal with additional stipulations. Watson asks Chief to contact Brian Latta, refusing the contract proposal. Moore asks when the last time SW Polk updated their strategic plan. Hertel states he believes it was in January of 2019 and that it is still being utilized. He recommends doing another one in the next couple years.

<p><b>Operations Update</b></p>	<p>Discussion</p>	<p>Chief Magers distributes and reviews an updated organizational chart. Watson asks for Rosenbalm's take. He states that there are issues about retitling the officers. Watson asks what his solution is. Rosenbalm states they have bigger fish to fry. Hertel explains that only two officers would be retitled, one has stated they are fine with it and he is meeting with both to discuss further. Magers states he appreciates Rosenbalm's comments.</p> <p>Magers updates the board on staffing. He states that Damon Schulze has been appointed as Chief Examiner for the Civil Service Commission. They will be hosting a hiring process to create a list for Firefighter/Paramedics and Firefighter/EMTs. He discusses the challenges to hire in the current job market.</p> <p>Magers states they received a grant from the Oregon State Fire Marshal to support conflagration response. This allowed the district to hire two firefighter/EMTs, Cade Rosenbalm and Cameron Cummins, to work for the summer.</p> <p>Magers addresses concerns that SW Polk has too many ambulance units. He explains they are also able to be used as rescue vehicles and as surge protection. He states with additional staffing from the recently passed levy and any grants, they will be able to staff additional ambulances.</p> <p>Magers provides an update on the conflagration season and training. He states they are broadening training to include things that need to be caught up on. He states he is working on run cards for Bridgeport Station.</p>
<p><b>WVCC Contract</b></p>	<p>Discussion</p>	<p>Chief Hertel introduces the WVCC contract for dispatch service. Moore asks for clarification on the difference between WVCC and Polk County Emergency Management. Hertel states that they are paying for the Polk County radio system.</p>
<p><b>OSFM Commitment Letter</b></p>	<p>Discussion/Action</p>	<p>The board reviews a commitment letter with the Oregon State Fire Marshal for Chief Hertel to continue on the Incident Management Team, which the board needs to sign every three years.</p> <p><b>Motion:</b> Pender <b>Second:</b> Davis  <i>I move to give permission for Chief Hertel to serve on the OSFM Incident Management Team.</i>  <b>Motion passes unanimously</b></p>
<p><b>Sheridan Letter</b></p>	<p>Discussion</p>	<p>Chief Hertel introduces and reviews a drafted letter responding to Sheridan Fire District, regarding the financial packet that was sent to SW Polk, addressing several disagreements.</p>
<p><b>Volunteer Letter</b></p>	<p>Discussion</p>	<p>Sigloh provides an overview of attending the July 2<sup>nd</sup> volunteer meeting. Moore asks if the concern of an apparatus repair had been addressed. Hertel states that issue was regarding a tender, which is slated to be repaired but has not been completed. Moore asks if they have addressed the issue regarding lettering on the engine. Hertel states the</p>

		stickers were not placed originally because the intent was to have them marked "District 22" due to the consolidation. He explains decals have been placed marking the new engines with "SW Polk Fire District".
<b>Director Comments</b>	Discussion	None
<b>Chief's Report</b>	Discussion/Action	<p>The board reviews the Chief's Report.</p> <p>Chief Hertel states that the fee for sale of 130 was paid out of escrow, contrary to what he stated at the last board meeting. He explains that staff is working on the 2021 Annual Report, and that the audit process will be started shortly. He says Jeff Griffin could come to the next board meeting to perform a training.</p>
<b>Chief's Report (Cont.)</b>	<b>Volunteer Presentation</b>	<p>Rob Foster addresses Rod Watson and asks if the funds from the sale of old Station 130 will be used to complete new Station 130. Watson states that is something the BOD needs to discuss. Foster states that the concern of the volunteers and community is that the bond in 2017 fell short. Foster goes on to say that volunteers are in conflict with the Chief in how operations are being handled.</p> <p>Watson states he would like to discuss the sale of the 130 at the next meeting. Hertel clarifies that the deed was originally given to Rickreall Volunteer Fire Department, but was re-deeded to SW Polk Fire District as the Rickreall Volunteer Fire Department was not an organization.</p> <p>Rosenbalm provides an update on volunteer recruitment.</p>
<b>Meeting Adjournment</b>		<b>Meeting adjourned at 8:18 pm</b>

Upcoming meetings/events:

- Aug. 11<sup>th</sup> Regular Meeting

Board packet and handouts included:

- June 9<sup>th</sup> Meeting Minutes
- Email from Brian Latta RE: Dallas Contract
- June Financials
- Chief's Report