

**LA PINE RURAL FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting
51550 Huntington Road, La Pine, Oregon
Informal Meeting Notes, October 12, 2017**

Open Meeting Director Cox opened the meeting at 9:00 a.m. and led the flag salute.

Roll Call

Directors Present Doug Cox and Larry South.
Directors Absent Jerry Hubbard and Joel Witmer out of town; Bob Denend ill.
Staff Present Chief Mike Supkis, Assistant Chief Dan Daugherty and Office Manager Bonita Johnson.

There was not a quorum present; no official business conducted at this meeting.

Public Comment There was no public present.

Approval of Minutes Regular Board Meeting August 10, 2017.
No comments or corrections noted.

Action: No action taken.

Financials

- A.** The monthly Bills. Staff answered questions regarding expenditures and current revenue & expense statement.
- Director South inquired about:
 - Line 5100 EMS Services Fees. Inquired about September EMS receivables being significantly higher than July and August. Staff reported EMS receivables are correctly reported; July and August had a significant increase in transports which would have reflected in September.
 - Line 6520 Director Miscellaneous Expense. Inquired about the \$396 expense recorded in September. Staff stated the expense was to enroll four of the five directors in the MASA membership program as approved at the August board meeting. One director turned in his enrollment form in later and there will be an additional \$99 expense.
 - Line 6705 New Hire Expense. Inquired about the \$721.35 expense in September. Staff stated the expense was for advertising and physical evaluation associated with hiring one firefighter paramedic and the current recruitment.
 - Director Cox inquired about:
 - Line 8000 Fuel Expense. Inquired if the current budget for fuel is on track year to date. Chief Supkis stated it was, at 22% for the first three months, and anticipates at current prices the budget will be OK.

- Inquired if district has noticed a savings to electric bills after changing to LED lighting. Chief Supkis stated there has been approximately 10% savings. Station 101, and admin have been converted to LED lighting for the most part. Station 103 living areas have been done and the bays will be changed over after the remodel project is completed and our electrician can get to this project.

Action: No action taken.

Management Report

- A. Review and discussion - Call volumes, building permits.
- B. Monthly Alarm Reports and some notable incidents discussed.
 - Director Cox inquired on commercial growth in La Pine; the City of La Pine water supply and ability to accommodate future commercial growth. Chief Supkis stated that there has been one new project on the City's north end as well with the St Charles facility on Huntington. The state fire codes require fire flows based on building sizes. The limited available fire flows from the city system, especially on the north end, makes new development a challenge. The City has a planning process for a major water works improvements.
 - Chief Supkis noted the district did recently review a proposal from the City for land partitions (including extension of water supplies) for potential development of the property at the NE corner at Burgess Road and Huntington Road.
 - 9/10 MVA – vehicle rollover – resulted in a citizen phone complaint. Five adult passengers traveling from California to Washington at 1:30 am. Vehicle left roadway after driver admittedly fell asleep. One person seriously injured, stabilized and transported by paramedics to St. Charles in Bend. The other four passengers were stable, walking refused evaluation, and subsequently provided lodging in a local hotel by the SO. Crews were called back at a later hour to check a cut finger. The mother of one of the passengers, and owner of the vehicle, has called the District multiple times to complain about her son and others not being transported by an ambulance. The District has taken her concern seriously and has QA'd the call. To date she has not been satisfied with answers from staff (and also due to limited information per HIPPA laws - as her son is an adult). Complainant has stated she believes her son was also possibly discriminated against. No substantiation of any claims has been found.
 - 9/27 two calls at the same address six hours apart. First was IOB; second medical unrelated to IOB.

Correspondence / News

- A. Letter - Klamath County Commissioners –Tax distribution Proposal.
- B. Letter - Board input to Klamath County. The District's has received no response from the letter.
- C. Letter – Harris – Board response to new access/egress for Ponderosa Pines.

- D. KTVZ – Hwy 97 arson fire charged.
- E. Wise Buys – Structure Fire, Board meeting.
- F. Wise Buys –Board meeting.
- G. FEMA grant award – COFCA – Radio project. The Central Oregon Fire Chief’s Association was the recipient of a \$1,301,364.00 FEMA Grant; a 10% match is required. The Board discussed the District’s portion of the project and expenses to the district. Grant Award \$155,000.04; District Match \$15,499.96 plus \$26,260.00 other associated costs (total district portion \$41,759.96). No action taken.

Old Business

A. Status of FY 17/18 Capital Projects.

Director Hubbard requested this item to be placed on the agenda. Chief Supkis distributed a copy of the 2017/18 Capital Budget Plan; year to date expenditures for planned projects

- Station 101 paving project
- 4th medic and equipment purchase
- Bulk fuel tank replacement;
- Water drainage swales at station 103
- New unanticipated (this budget year) projects cost associated with the newly received FEMA radio and FEMA SCBA grants.
- Apply for 2017 SDAO Safer Grants late November.
- Existing FEMA SAFER Grant. Chief Supkis plans to apply for grant modification to seek purchase of additional bunker gear for new student FFs.
- FEMA \$270,000 grants – SCBA replacement. Existing SCBA equipment qualify for trade in to help offset cost of new packs.
- New ambulance this spring and a second July 2018
- Future replacement of captain’s vehicle -191 in July of 2018
- Future replacement wildland engine -141 in July 2019
- Convert old Engine 142 to a utility/plow truck

Station 103 addition is now 99% complete. Staff has the final bill from contractor which does not track with the project and is waiting on a certificate of occupancy from the county and to sign off that job and punch list. Contractor has been missing in action for most of the project and it has not run smoothly at all and very inefficient. District has taken over several parts of the project such as completing painting and roof repairs. Also the district is now paying a plumber to troubleshoot the low water pressure to the remodeled section which occurred after the contractor cut through the water lines this summer. Discussion to establish a contact list for Station 103 addition future maintenance work; check for service and warranty manuals; to insure final inspection and an occupancy certificate.

Action: no action taken

New Business

A. **Miscellaneous.** No new business.

Special Meeting and Workshops – OFDDA Conference October 26 – 28, Ashland. Chief Supkis and three directors, Hubbard, Denend, and South are registered to attend.

Good of the Order

- Travel expenses for OFDDA conference are reimbursable per travel policy.
- Eleven applications were received for the firefighter paramedic examination scheduled for November 11, 2017.
- October 8 – 14 is Fire Prevention Week.
- Halloween Treat Tour 5 – 7 pm on 10/31.
- Winter jackets have been ordered for directors.

Next Meeting – Regular Board Meeting – Station 101 – Thursday, November 9, 2017 at 9 a.m.

Adjourn Board Meeting – Director Cox adjourned the board meeting at 10:15 a.m.

Respectfully Submitted,
Bonita Johnson
Office Manager

Date Presented to Board and Approval _____

Board Secretary _____

Board President _____