

**LA PINE RURAL FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting
51550 Huntington Road, La Pine, Oregon
Meeting Minutes January 14, 2021**

NOTE: Due to COVID 19 emergency meeting held via Zoom

Open Meeting Director Hubbard opened the meeting at 9:05 a.m.

Roll Call

Directors Present: Jerry Hubbard, Joel Witmer, Larry South and Jim Landles

Directors Not

Present: Doug Cox

Staff Present: Chief Mike Supkis, Assistant Chief Dan Daugherty, Office Manager Tracy
Read

Public Forum

Present: Charla DeHate, La Pine Community Health Center
Courtney Ignazzitto, La Pine Community Health Center
Oliver Tataom, St. Charles Health System
Chip Hanson, Hart Wagner
Daniel Richer, City of La Pine
Bea Leach Hatler, Community Member
Andrea Hine, Community Member

Public Comment

Director Hubbard asked for comment.

Courtney Ignazzitto: Asked for information on the Urban Renewal (UR) district, she stated that City Manager Geoff Wullschlager told her there is a reduced amount of property tax income in the UR area. She asked if the UR zone resulted in a loss of all tax revenue or a reduced amount of tax revenue. Director Hubbard stated that at the time the UR zone was being proposed, both he and Chief Supkis spoke to City Council regarding its impact on tax revenue to other taxing districts. At that time, the UR consultant forecasted approximately \$1 million over the first 20-25 years would be deferred from the fire district to the UR district. Director Hubbard asked for input from Mayor Richer. Richer stated that of the \$9.97 tax base, \$1.14 is directed to the UR district while the remaining \$8.82 is divided among the other tax districts, including the Fire District.

Charla DeHate: Stated she has heard that it is still being stated that La Pine CHC can bill for its patients' transports, which is not accurate. DeHate stated they cannot bill for transports and requested district assistance in not spreading inaccurate information.

No other Public comment was made or asked to be made.

Approval of Minutes from the December 10, 2020 Board of Directors Regular Meeting

Action: Director South moved to approve the minutes of the December 10, 2020 Board of Directors Regular Meeting. Second by Director Witmer. All in favor. Motion passed on a 4-0 vote.

Financials

A. Monthly Bills Staff answered questions regarding current revenues and expenditures.

- 5000 – Property Tax Revenue – Director Hubbard asked when Klamath County might be received. Staff responded this revenue came in after Board reports were prepared in the amount of a little over \$300.00. It was noted by Chief Supkis that the majority of tax revenue is received in November, with another significant amount in May.
- 5500 – Interest Income – Director Witmer is \$398.41 the correct December interest received? Staff will review.
- 6105 – Line Staff OT – Director Hubbard noted the drop in overtime, Chief stated that staff has remained healthy, and some trainings which were scheduled have been postponed as a result of Covid. This line will increase next month due to scheduled officer training.
- 6240 – Medical Evaluations – Director Hubbard asked if this was for students. Chief responded yes, once a new recruit finishes the firefighter academy they receive a full medical evaluation baseline which the District pays for.
- 6650 – Telephone expense – Director Witmer stated no expense shown for October. This expense was misclassified when August was posted as a July expense, and corrected in October. Per Chief's direction the specific months were not changed as it does not impact the FY or the overall expense.
- 8401 EMS Training – Director Hubbard asked for clarification on ACLS. Staff responded the rest of the word 'completed' was cut off in the notes section of the Board Report. Chief Supkis clarified ACLS is Advanced Cardiac Life Support, a certification which all paramedics recertify every two years and consists of an intensive two-day course.
- 9925 – Director Hubbard asked about Klamath County December revenue, staff clarified this was part of the payment referred to in line 5000 above.
- Director Witmer also requested the minutes document who asks the question on financials.

B. Monthly Expenses by Vendor

Director Hubbard inquired regarding a payment to First Choice Health. Staff responded this is an EMS refund when payor overpays or the district received multiple payments. Director Witmer asked for clarification on the EMS Refunds line 5102, staff responded this shows as a negative because it debits the income line.

C. Monthly Expense Report

No comments.

Action: Director Witmer moved to approve monthly expenses presented from 12/11 /20 – 1/14/21 in the amount of \$531,558.72. Second by Director South. All in favor. Motion passed on a 4-0 vote.

Management Reports

Monthly Alarm Report

- Director Hubbard noted increase in Wildland/Brush fires from 9 last YTD and current YTD is 36.
- Director South noted increase in Other Situations, prior YTD was 27, current YTD is 158. Chief responded there are a couple of reasons. One is classification of minor calls and also a rise in people calling 911 for many service call type reasons, some of this is coming from an increase in calls from actual runs out the door which last year were approximately 2265 while 911 calls received from citizens in the fire district were almost 2600.

Multiple Alarm & Building Permit/Valuation Report

- Director Hubbard called for comment on multiple alarms and noted crews are stretched thin due to multiple alarms. Chief responded that we have been fortunate that graduating seniors are staying on while seeking career position, which has allowed the district to staff a third ambulance about fifty percent of the time. However, those seniors have now gotten jobs and we will be losing those valuable staff resources and will be looking to fill more student positions in the Fall, and the District is now short those five paramedic staff members.
- Director Hubbard noted that building permits issued by Deschutes County finished 2020 at \$58 million v \$42 million in 2019. Commercial also saw a dramatic increase with 2020 permits valued at \$7.4 million, in comparison to \$1.3 million the previous year. Director Landles asked how that translates to revenue to the District. Chief responded that amount is approximately \$10,000 - \$20,000 per million, though he did not have the exact figure available. The loss to UR is just under \$10 million of taxable assessment which came out to about \$36,000. The District expects continued improvement in those numbers, though funds get expended quickly.

Management and Activity Report

- Director Hubbard noted 7 Code 99 calls in December. Chief responded the District has a fifty percent recovery rate for patients to the hospital which is very good for a rural service. This year has seen a drastic rise in cardiac arrests with more people dying at home – the chief stated the district has no determination of the cause(s) of this spike.
- Golden Astor structure fire on December 23. Director Hubbard inquired about the noted delayed arrival. Chief stated this was due to closest crew being on an EMS call in the Ponderosa Pines area. The crew from station 102 was the first to arrive. In addition, the Command/QRU diverted from the Ponderosa Pines call to respond to this alarm.

- Training – Fire Behavior – Director Hubbard inquired on what is covered. Chief described using science to determine fire reactions to its environment and the fire flow-path in structures for firefighter training.
- The question was asked what is EZIO training – Chief Daugherty expanded on this method of entering the bone and establishing an IV, also there is new intubation equipment available which is more efficient than the crews trained on.
- The question was asked what is Forcible Entry – Chief Supkis reviewed the systematic process in which firefighters gain access to buildings for rescue and fire suppression.

Correspondence / News

- A. Thank -you – Jacki, Steve, Amanda, Ryan, Mae, and Gram
- B. Thank - you – Integrity Auto
- C. Thank- you – Books, Boxes & BS
- D. Thank you/donation – Ferguson
- E. Wildfire Mitigation – County Building Codes and Land Use Proposals
Director Hubbard thanked Chief for his well-done letter to Deschutes County.
- F. Klamath County Assessor – Century Link tax appeal
- G. Klamath County Assessor –PacificCorp tax appeal
Director Hubbard inquired what impact these will have to the district. Chief stated these tax funds are being held in a county trust account, prepaid, pending the outcome of tax assessment appeals by PacificCorp and Century Link. The district received the same notifications last month for Deschutes County.
- H. County Information on Special Elections
- I. Midstate Electric Capital Credit 2020
Funds are deposited into the General Funds under miscellaneous receivables.
- J. District announcements for annual review and public comment – Ordinance #2019-03
- K. Wisebuys – public notices – Dec 8, Dec 22, Dec 29, Jan 5, Jan 12
- L. KTVZ – La Pine Snowmobiler rescued – Paulina Lake
- M. SDAO 2021 Annual Conference

Old Business

- A. Station 101 and 102 alterations – Chief Daugherty reported that construction has begun. The 2KG contract has been finalized and pre-construction meetings have taken place; work began on January 11. Architectural contract is about 95% complete. The project is going smoothly and there is good communication between all parties. The demo is done and slab cutting has begun at Station 101. Plumbing and framing are set to begin next week. Station 102 is scheduled to commence in late January. The sprinklers at both stations will likely be completed within budget. The project overall is going very smoothly, on time, on budget, and looks to be quality work.

Director Hubbard briefed the project for the benefit of others in attendance stating the district is providing showers and restrooms at the stations so more than one crew member can clean up at a time after calls and when needed to decontaminate.

- B. Strategic Plan – Director Hubbard stated the third revision, which goes from 2020-2025, might change to 2021-2026. Chief stated Board and District has been working on this update since last January and it is now in final draft. Director Hubbard did much of the work on the updates and editing as the process went along. A major component of the new strategic plan is adding planning for district facilities which will be over fifty years old this decade. Director Witmer suggested it be placed on the February agenda for final approval.
- C. First annual review Ordinance #2019-03 – Cost recovery from Medical and Care Facilities. Chief stated public comment was sought and received as the published deadline was 5 pm yesterday. Packets will be put together for Board review. The comments will also become part of the public record. The Board will have several options, including revision, repeal, or leaving the Ordinance as it stands. Staff looks forward to constructive comment. An Executive Session was suggested and is also appropriate given the pending litigation. Director Landles suggested a joint workshop and executive session.

New Business

- A. Review and update Board Policy #87-05 - Conduct of Meetings
Chief stated this policy was last reviewed in 2002; the proposed draft contains revisions for clarity and to ensure compliance with special district and local government best practices. Director Witmer indicated he has not yet reviewed this, and asked that it be deferred to the February agenda.
- B. Review and update Board Policy #02-02 – Recovery of Costs Incurred at Transportation Emergencies and/or Specialized Rescue Involving Non-Fire District Residents.
Also deferred to February.

Appeals

- A. St. Charles appeal to the Board Invoice 26 – call 1950 – (note - reviewed on 12/10 but vote not recorded). Reviewed. Director Hubbard reiterated the District should not be using taxpayer dollars to subsidize transfers from a facility.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #26 Call 1950. Second by Director South. All in favor. Motion passed on a 4-0 vote.

- B. St. Charles appeal to the Board Invoice 26 – call 1955 – (note - reviewed on 12/10 but vote not recorded). Reviewed.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #26 Call 1955. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

- C. St. Charles appeal to the Board Invoice 53104 – call 1134 – (note FYI only no action required not timely). Included because St. Charles appealed to the Board, however not timely so no action needed – none taken.
- D. St. Charles appeal to the Board Invoice 53104 – call 1138 – (note FYI only no action required not timely). Included because St. Charles appealed to the Board, however not timely so no action needed – none taken.
- E. St. Charles appeal to the Board Invoice 32 – call 2221. Reviewed.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #32 Call 2221. Second by Director South. All in favor. Motion passed on a 4-0 vote.

- F. St. Charles appeal to the Board Invoice 37 – call 2300. Reviewed.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #37 Call 2300. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

- G. St. Charles appeal to the Board Invoice 37 – call 2303. Reviewed.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #37 Call 2303. Second by Director South. All in favor. Motion passed on a 4-0 vote.

- H. La Pine Community Health Center appeal to the Board Invoice 33 – call 2233. Reviewed.

Action: Director Hubbard moved to decline the Appeal La Pine Community Health Center of Invoice #33 Call 2233. Second by Director South.

Director Witmer asked whether patient had been assessed by a medical provider and whether a chart was created. Chief referred to the documentation: *On paramedics' arrival, patient was in a wheelchair at the front door of the clinic; clinic staff stated the patient had tested positive for Covid-19, came in with concerns due to a cough. LCHC staff said "patient needs a ride to Bend to get an x-ray, as they did not want to contaminate their facility". Patient stated she did not want to go to Bend. Patient was transported Code 1.* Director Witmer asked for input from Ms. DeHate, was the patient in care of their providers? Ms. DeHate stated that the patient was seen by the walk-in medical provider. The walk-in clinic is in a room just off the foyer, and Ms. DeHate stated the easiest way to get the patient from that walk-in room out was through the foyer. If the patient is seen as a regular patient and not with Covid symptoms, they are seen the regular clinic area, so EMS teams go to the north or south entrance to the building. Ms. DeHate stated she could see where this might have been confusing for the EMS teams but it was very clear from her correspondence that clinic staff did see the patient. Ms. DeHate claimed this patient did misrepresent, which is common in patients. She also offered that because of the patient's condition, the patient's husband has the authority to make medical decisions and consented to the transfer. Director Witmer clarified that one of the considerations for the Board to consider when appeal is made is whether the patient was seen by a medical provider, and that can impact the determination.

All in favor. Motion passed on a 4-0 vote.

- I. La Pine Community Health Center appeal to the Board Invoice 34 - call 2239. Reviewed.

Action: Director Hubbard moved to decline the Appeal La Pine Community Health Center of Invoice #34 Call 2239. Second by Director Witmer. All in favor. Motion passed on a 4-0 vote.

J. La Pine Community Health Center appeal to the Board Invoice 35 - call 2285. Reviewed.

Action: Director Hubbard moved to decline the Appeal La Pine Community Health Center of Invoice #35 Call 2285. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

Special Meetings and Workshops

SDAO annual conference is being held virtually. The Board is welcome to sign up and attend. Board attendance does help with the District's Best Practices Discount.

Good of the Order

Chief requested Board input on a workshop and/or executive session. Director Hubbard suggested an executive session would be appropriate. Staff will reach out when the District has more information to provide the Board. Director Witmer asked whether there had been any progress on the pending ASA modification. Chief responded the County Commissioners met yesterday regarding two issues, one an unsubstantiated allegation without basis from St. Charles. That issue was sent to the ASA advisory committee for review. The second issue was the ASA advisory committee and County legal regarding ASA modifications to allow the District to put additional 911 resources into play for transports, especially from medical facilities, and allowing the private sector to assist with that. The County Commissioners took that matter into executive session yesterday, and the District has not heard back on any action.

Next Meeting

Regular Board Meeting Thursday, February 11, 2021, at 9 a.m. via Zoom.

Board discussion regarding scheduling of an executive session. Director Witmer asked when staff expects information yesterday's County Commissioner meetings, or should the district inquire as to the status before setting up the executive session. Staff will reach out to Commissioner DeBone and work with the Board on possible dates.

Adjourn Regular Board Meeting

Director Hubbard adjourned the board meeting at 10:05 a.m.

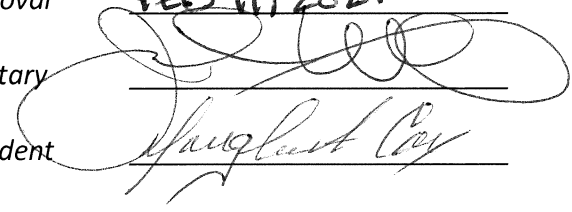
Respectfully Scribed and Submitted
La Pine Rural Fire Protection District
Administrative Staff

Date Presented to Board and Approval

FEB 11, 2021

Board Secretary

Board President

Handwritten signatures of the Board Secretary and Board President. The Board Secretary's signature is a large, stylized cursive scribble. The Board President's signature is a more legible cursive signature, possibly reading "Augustine".