

**LA PINE RURAL FIRE PROTECTION DISTRICT
Board of Directors Regular Meeting
51550 Huntington Road, La Pine, Oregon
Meeting Minutes March 11, 2021**

NOTE: Due to COVID 19 emergency meeting held via Zoom

Open Meeting

Director Hubbard opened the meeting at 9:16 a.m.

Roll Call

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

Directors Not

Present: Larry South

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

Public Forum

Present:

Robin Adams, Community Member

Charla DeHate, La Pine Community Health Center

Chip Hanson, Hart Wagner

Courtney Ignazzitto, La Pine Community Health Center

Mike Lee, Community Member

Oliver Tatom, St. Charles Health System

Public Comment

Director Hubbard asked for comment.

No Public comment was made or asked to be made.

Approval of Minutes from the February 11, 2021 Board of Directors Regular Meeting

Action: Director Witmer moved to approve the minutes of the February 11, 2021 Board of Directors Regular Meeting. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

Financials

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

- 5000 - Tax Revenue Accounts – Director Hubbard noted currently at 97 percent received and asked whether the District will make budget on this line. Chief replied yes, and the District should end the year at 1.5 percent above projection if remaining monthly amounts collected are the same as last year.

- 5500 – Interest Income – Director Hubbard inquired as to why the interest income was less this month, staff responded because bank statements have not yet been reconciled the interest has not been posted.
- 6105 – Line Staff OT – Director Hubbard noted that while there had been a decrease in this line, it went back up in February. Chief responded there has been staff out sick and on injury, also additional staffing last summer wildfires and this year’s assistance with the COVID vaccinations contributed to the overall increase in this line.
- 6115 – Training OT – Director Landles noted that for the past three months this has been at zero. Chief responded that in person trainings have been restricted due to COVID recently and that line will see expenses with upcoming planned officer training.
- 6870 – Director Landles inquired as to the status of the physician advisor. Staff responded the district is currently working on that employment contract.
- 8418 – Fire Corps SST – Director Landles inquired as to why there have been no expenses on this line. Staff responded that COVID has impacted the group’s ability to meet, and no new team members have been brought on board needed uniforms.
- 8800 – Administrative Training. Director Landles asked if the reduced expenses were due to COVID restrictions. Chief responded that yes that most trainings have been online, and there have been free training opportunities which staff has taken advantage of.
- 9925 – Capital Reserve Revenue – Director Hubbard asked whether this budget line will be met, Chief responded the District expects to receive about \$5,000 more than initially projected.
- 8560 – Dues – Director Witmer inquired why there are expenses in multiple lines for this annual expense line. Chief responded that the majority of this expense is for SDAO dues, however there are smaller dues such as OFCA, COFCA, Klamath County Ambulance Advisory Committee, etc., which occur throughout the year.

B. Monthly Expenses by Vendor

No comments.

C. Monthly Expense Report

No comments.

Action: Director Hubbard moved to approve monthly expenses presented from 2/12/21 – 3/11/21 in the amount of \$418,735.62. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

Management Reports

Monthly Alarm Report

- Director Hubbard noted the increase in transports this year. Chief responded that reports had previously reflected transports in cost recovery, which is not an accurate reflection of patients actually transported. The total year to date is correct and reflects an increase over year-to-date last year, which was a record year. This section of the report will be renamed for clarity.

- Director Hubbard asked Chief for input on the 18 two alarms, 4 three alarms, and 6 four alarms incidents occurring at the same time. Chief responded that the District typically has two career crews on duty at any given time. When there are more than two simultaneous alarms, arrivals to other alarms can be greatly delayed – putting the citizens of the District in a critical situation. Twenty-eight times in February and fifty times in January the District was put in this critical situation. While the total multiple alarm count has not risen drastically, alarms are coming in clusters rather than being more evenly spread out, placing even a greater demand on District resources.

Multiple Alarm & Building Permit/Valuation Report

- Director Hubbard noted another big increase in both residential and commercial permits.

Management and Activity Report

- Director Hubbard noted there were three days where there were four transports, five days where there were two transports, and two days each for seven and eight transports. As an example, on February 18 there were eight calls within 24 hours, two calls within twenty minutes, and seven transports that day. He asked how this impacts the District's policy of having one unit available in District at all times. Chief responded that while the transports are necessary and every one of these people need medical care, each one puts a crew and medic out of service for two hours. When there are seven transports within a twenty-four-hour period, it equates to fourteen hours in that day where the District resources were cut by at least fifty percent. However, many times transports are clustered together as noted earlier, which puts everyone else who dials 911 in a very vulnerable position for the appropriate and efficient arrival for services. This is a top concern and has been the District's biggest strategic challenge over the past three to four years.
- Five Code 99's. Director Hubbard noted that on February 9 and 10 there were 2 Code 99's on each of those days. One of those responses required a mutual aid response from Sunriver, which then placed their 3,000 residents without available resources. Chief noted this is also the case when Crescent RFPD responds on mutual aid within our district, as both those agencies are frequently one call and not available. Code 99 calls are all-hands-on pulseless non breathing patient, and there has been an uptick in these types of calls over the past fourteen months of which the district does not have a determination of why. District paramedics have a great record stabilizing these patients and getting them to the ER.
- Director Hubbard asked staff to expand on the air transport on March 1 from St. Charles Immediate Care. Chief responded this patient was in deemed by the fire paramedics to be in a critical condition and was emergency transported and air lifted from the helipad at Station 101.
- MRSA, BBP – In response to Director Hubbard's inquiry on what are those terms were in the training report. Chief stated this is annual infectious disease prevention training. MRSA is Methicillin-resistant Staphylococcus aureus (staph). BBP is bloodborne pathogen training.

- Grants
 - AFG Grant applied for
 - OSFM Grant applied for
 - OVFA Grant received and project completed

Staff reported the three grants above are for PPE in which there is always a high need, especially with the student program. Turnout gear costs about \$4,000 per set for just the coat and pants.

- SAFER Grant

District is working with a grant writer on this opportunity this year with the goal of funding a four-to-five-year position for a full-time daytime lieutenant firefighter/paramedic to maintain and monitor student program. Anticipated grant funding for this project would be approximately \$700,000.00. This position would also provide the District one additional staff member to respond to calls when needed. The application was submitted yesterday (3/10/21). Director Hubbard reported that he, Chief Supkis, and Director Witmer attended a Deschutes County BOCC Work Session yesterday, which included a presentation on the COVID relief bill. Deschutes County will receive \$38 million over the next two years. It is not yet known what those funds will be allocated for.

Correspondence / News

- A. SDIS Insurance Program Longevity Credit - \$2,100 received. This goes back into the General Fund, miscellaneous income.
- B. Deschutes County – Wastewater In-compliance letter was received from Deschutes County regarding the septic system at Station 103.
- C. District Annual IT Systems Review Report – Director Hubbard suggested that a Velox team member be at the next meeting to review the recommendations of the report. Chief stated the district was at approximately 97% compliance of the IT recommendations. He stated most notable was Deschutes County 911 is discontinuing their IT firewall service, this item has been cost-shifted back to the District and Velox will be maintaining that at a new cost of \$12,000 this next FY.
- D. Wisebuys – Board Meeting Notice
- E. Wisebuys – Board Meeting Agenda Published

Old Business

- A. Station Remodel Project – Chief Daugherty provided an update on the process. Completion has been pushed out a few weeks. The delays are fire code related and plans have been

amended to include updated sprinkler and HVAC systems. The project is still within budget and permits are on file. Tentative completion is now set for mid-April.

- B.** Update County ASA – Additional PPP Resources for Interfacility Transports – Director Hubbard reported that at the BOCC meeting yesterday, this was a topic of discussion for about an hour. Most of that time was spent discussing the definitions of stable and unstable patients and ASA overreach. The first reading resulted in a vote of 2 commissioners in favor of the update and one opposed (due to the definitions). The second reading will take place at the next BOCC meeting, and will go into effect ninety days after that, if it passes. This update will allow the District to move forward in an effort to add an ALS/BLS transport agency as an additional resource for the interfacility transfers under the ASA, with approval of the Board of Directors and the Board of County Commissioners. Chief Supkis expressed optimism and stated that from an operations standpoint, while not a solve-all, this would provide a valuable added resource. He added for the benefit of those not familiar with work to date, this effort has been ongoing for over a year. He expressed gratitude for the dialogue and work of the Commissioners and everyone else involved, the goal of which is to bring options and better health care services to our community. Director Hubbard stated staff responded via email to Commissioner DeBone’s question regarding how possibly the PPP agency unit would be dispatched when 911 is called. PPP units may be assigned a District medic number and would be dispatched accordingly, a process which is already in place and used when units are added or removed from service.
- C.** Director Cox stated he spoke with Commissioner DeBone and also a Sunriver HOA Director regarding mutual aid. Chief Supkis elaborated that Sunriver Fire & Rescue transitioned to the new P25 County radio system and have removed all their legacy radio from service. La Pine has remained on the legacy system to date. However, also added the new P25 system in order to be able to better communicate with departments to the north. The P25 bridge is not working as planned and Sunriver does not have the ability to directly communicate using the legacy system. The agencies have operationally agreed that if Sunriver responds on a structure fire in our area, they will only provide water supply from outside the structure. This is so not to place that agency’s personnel in IDLH areas without radio coverage to La Pine command. Commissioner DeBone indicated the needed upgrades may be worthy of some of the funding being received by Deschutes County. Director Witmer asked what staffing level the District could expect on a mutual aid response; Chief responded that in IDHL situations Sunriver would probably supply one unit with personnel remaining outside the structure. Further discussion clarified that this would not affect the two-in-two-out rule as the district strive to achieve that on its own before interior operations nor will it affect wildfire responses. Director Witmer expressed concern regarding how this may affect mutual aid going forward. Chief responded that while P25 is available to the District during the buildout, minimum required coverage has not been assured to date by 911 or 3rd party testing in South County. The expectation is that as more towers are added, P25 coverage will improve. Director Hubbard offered that those costs could potentially be a good use of the Covid relief funds expected by Deschutes County.

Chief stated the most recent 911 study showed a cost of approximately \$1 million to add one tower in South County. The legacy system is used exclusively by Forest Service, Walker Range and all departments outside of Deschutes County that the district mutual aids with, and the legacy system is the primary radio for all wildfires in the area.

- D. Director Landles requested clarification on possible 911 dispatch of private agency transport units for facility transfers under the new ASA and asked whether dispatch made the determination of whether the call was ALS or BLS. Chief stated that they do and there are five basic metrics A-E used by 911 operators to determine the level of initial response and units are dispatched accordingly.

New Business

A. Ordinance #2021-01

An Ordinance to Repeal Ordinance #2019-03 and Adopt Rules and Regulations to Govern cost Recovery for Medical and Health Care Facility Ambulance Transports Requested Through 911.

First reading by Director Hubbard. He then called for Board comment. Being none, public comment was called for.

Vern Walter: Asked why Ordinance #2019-03 was being repealed. Director Hubbard stated that ordinance contained some language that was no longer needed and that was unclear. This new proposed Ordinance is a result of legal review as well as asked for public comment.

Charla DeHate: Asked what the appeal process would look like, since facilities will be invoiced for all transports. Chief Supkis stated that per legal counsel there should be an appeal process included in the Ordinance as a best practice. DeHate additionally asked whether in lieu of the appeal process, the facility would still have the right to contest the assessment or other enforcement decision. Chief deferred back to legal counsel's advice to keep the appeal process language in the Ordinance. Director Landles asked whether the appeal process is a suggestion or a legal requirement. Staff clarified it is a suggestion by counsel not a legal requirement.

Robin Adams: Asked if the intent of the Ordinance was that facilities to provide their own means of transporting patients. Chief stated the Ordinance only states the medical facilities are making the determination for transport, they are responsible for that decision. The Ordinance is about the ability to provide care and transport for every patient when using emergency 911 resources.

Oliver Tatom: Stated he feels there is an opportunity here to consider the consequences of the new ordinance. He stated if the facility calls for ambulance transport, it is because in the medical provider's determination, the patient cannot be cared for in that medical outpatient setting and needs additional care. He expressed concern that patients La Pine could see this as a way to get a free ride to the emergency room. He would not want to see medical providers sending their patients to the parking lot to call 911.

Robin Adams: Stated that if a patient has already driven to a medical provider's office, there is potentially already time wasted in a critical medical situation. Director Cox noted these patients should be in a higher level of care and the Board has a concern regarding the lack of medical units available to respond and delayed responses into the whole community as a result of this increased strain on District resources.

Courtney Ignazzitto: Asked if this would prevent the facility from transporting their own patients. Also, how facility billing by a private agency would work and whether the proposed Ordinance would need to be amended when a PPP is put in place. Staff stated there is no prohibition for medical facilities using any alternatives as they determine best. Clarified that the agency providing the transport would be the agency determining billing policy, like it is now.

Action: Director Hubbard called for a motion.

Motion by Director Cox to accept the first reading of Ordinance #2021-01, An Ordinance to Repeal Ordinance #2019-03 and Adopt Rules and Regulations to Govern cost Recovery for Medical and Health Care Facility Ambulance Transports Requested Through 911. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

B. Ordinance #2021-02

An Ordinance to Adopt Rules and Regulations to Govern Cost Recovery for Medical and Health Care Facility Services Request

Chief Supkis stated the language in this proposed ordinance addresses services that the District provides to facilities on a regular basis which do not require transport. This ordinance allows the district to recover the cost of providing these services.

First reading by Director Hubbard who then called for board comment. Being none, public comment was invited.

Vern Walter requested clarification that this addresses public service assistance calls such as not requiring medical intervention and are not billed at the same rate as an ambulance transport. Staff note that is correct and the fee rate is set in existing policy.

Action: Director Hubbard called for a motion.

Motion by Director Hubbard to accept the first reading of Ordinance #2021-02, An Ordinance to Adopt Rules and Regulations to Govern Cost Recovery for Medical and Health Care Facility Services Request. Second by Director Cox. All in favor. Motion passed on a 4-0 vote.

C. Resolution #21-01, A Resolution Amending Resolution #20-01 Adopting the Budget, Making Appropriations, and Declaring the Tax Levy

Staff reported that the auditor noted a clerical error in the wording of Resolution #20-01. No substantive changes were made.

Action: Motion by Director Hubbard to approve Resolution #21-01, A Resolution Amending Resolution #20-01 Adopting the Budget, Making Appropriations, and Declaring the Tax Levy Second by Director Cox. All in favor. Motion passed on a 4-0 vote.

Appeals

- A. St. Charles appeal to the Board invoice 49 – call 2582 - repeat by St Charles – Board considered on 2/11 **No action required**
- B. St. Charles appeal to the Board - Invoice 49 – call 2566 - repeat by St Charles – Board considered on 2/11 **No action required**
- C. St. Charles appeal to the Board - Invoice 49 – call 2518 - repeat by St Charles – Board considered on 2/11 **No action required**
- D. St. Charles appeal to the Board - Invoice 49 – call 0008 - repeat by St Charles – Board considered on 2/11 **No action required**

- E. St. Charles appeal to the Board - Invoice 53 – call 0040

Director Hubbard confirmed this item was reviewed by members of the Board and asked for any questions.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #53 Call 0040. Second by Director Cox. All in favor. Motion passed on a 4-0 vote.

- F. St. Charles appeal to the Board – Invoice 52 – call 0032

Director Hubbard confirmed this item was reviewed by members of the Board and asked for any questions.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #52 Call 0032. Second by Director Cox. All in favor. Motion passed on a 4-0 vote.

- G. St. Charles appeal to the Board – Invoice 54 – call 0116

Director Hubbard confirmed this item was reviewed by members of the Board and asked for any questions.

Action: Director Hubbard moved to decline the Appeal by St. Charles of Invoice #54 Call 0116. Second by Director Cox. All in favor. Motion passed on a 4-0 vote.

Special Meetings and Workshops

Budget Board workshops in April, the public is encouraged to attend and participate.

Good of the Order

Nothing.

Next Meeting

Regular Board Meeting Thursday, April 8, 2021, at 9 a.m.

Adjourn Regular Board Meeting

Director Hubbard adjourned the board meeting at 10:55 a.m.

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

Date Presented to Board and Approval

APRIL 8, 2021

Board Secretary

Board President

Laughlin A Cox

