

BUDGET HEARING AND BOARD MEETING MINUTES
La Pine Rural Fire Protection District
June 9, 2022 Budget Hearing and Regular Meeting 9:00 a.m.

Open Meeting Director Cox opened the meeting at 9:02 a.m. and led the flag salute.

Roll Call

Directors Present: Robin Adams, Doug Cox, Jim Landles, Dick Swails, Mike Thorne

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

Open Forum for Public Comment

Name	Purpose for Attending
Bonnie Cox	
Ted Sommers	
Kevin Leehmann	Local 3387
Rex LeSueur	
Gary Young	

None.

Grants Report

Provided later in the meeting.

Approval of Minutes

- May 12, 2022 Board Meeting
Directors Adams and Swails noted corrections to be made.

Action: Director Adams moved to approve the minutes of the May 12, 2022 Board Meeting with corrections. Second by Director Swails. All in favor. Motion passed on a 5-0 vote.

- April 21, 2022 Budget Committee
Director Adams reported on her discussion with Tonya with Special Districts of Oregon wherein she was advised that because the Budget Committee is a subcommittee of the

Board of Directors, it is appropriate for the Board to approve Budget Committee meeting minutes.

Action: Director Swails moved to approve the minutes of the April 21, 2022 Budget Committee Meeting. Second by Director Adams. All in favor. Motion passed on a 5-0 vote.

- April 27, 2022 Budget Committee

Action: Director Landles moved to approve the minutes of the April 27, 2022 Budget Committee Meeting. Second by Director Adams. All in favor. Motion passed on a 5-0 vote.

2022/2023 Budget Hearing and Budget Adoption

A. Public comment on Budget Committee approved 2022/2023 Budget

None.

B. Board Review and Discussion

None.

General Fund

Action: Director Thorne moved to adopt the General Fund Budget for FY 2022/2023 as presented. Second by Director Adams. All in favor.

Roll Call Vote:

Thorne: Aye

Swails: Aye

Cox: Aye

Landles: Aye

Adams: Aye

Capital Reserve Fund

Action: Director Thorne moved to adopt the Capital Reserve Fund Budget for FY 2022/2023 as presented. Second by Director Adams. All in favor.

Roll Call Vote:

Thorne: Aye

Swails: Aye

Cox: Aye
Landles: Aye
Adams: Aye

Meszaros Trust and Agency Fund

Action: Director Swails moved to adopt the Meszaros Trust and Agency Fund Budget for FY 2022/2023 as presented. Second by Director Adams. All in favor.

Roll Call Vote:

Thorne: Aye
Swails: Aye
Cox: Aye
Landles: Aye
Adams: Aye

PERS Reserve Fund

Action: Director Swails moved to adopt the PERS Reserve Fund Budget for FY 2022/2023 as presented. Second by Director Adams. All in favor.

Roll Call Vote:

Thorne: Aye
Swails: Aye
Cox: Aye
Landles: Aye
Adams: Aye

C. Resolution #22-02 A Resolution Adopting the Budget, Making Appropriations, and Declaring the Tax Levy, dated June 9, 2022 was read into the record.

Action: Director Adams moved to approve Resolution #22-02, A Resolution Adopting the Budget, Making Appropriations, and Declaring the Tax Levy, dated June 9, 2022. Second by Director Landles. All in favor.

Roll Call Vote:

Thorne: Aye
Swails: Aye
Cox: Aye
Landles: Aye
Adams: Aye

D. Review LB Forms

- LB20 General Fund

Action: Director Swails moved to approve the FY 2022/2023 General Fund LB20 as presented. Second by Director Landles. All in favor.

Roll Call Vote:

Thorne: Aye
Swails: Aye
Cox: Aye
Landles: Aye
Adams: Aye

- LB 30 General Fund

Action: Director Landles moved to approve the FY 2022/2023 General Fund LB30 as presented. Second by Director Swails. All in favor.

Roll Call Vote:

Thorne: Aye
Swails: Aye
Cox: Aye
Landles: Aye
Adams: Aye

- LB11 Capital Reserve Fund

Action: Director Adams moved to approve the FY 2022/2023 Capital Reserve Fund LB11 as presented. Second by Director Landles. All in favor.

Roll Call Vote:

Thorne: Aye
Swails: Aye
Cox: Aye
Landles: Aye
Adams: Aye

- LB11 PERS Reserve Fund

Action: Director Adams moved to approve the FY 2022/2023 PERS Reserve Fund LB11 as presented. Second by Director Landles. All in favor.

Roll Call Vote:

Thorne: Aye
Swails: Aye
Cox: Aye
Landles: Aye
Adams: Aye

- LB10 Trust & Agency Fund (Mike Meszaros Fund)

Action: Director Landles moved to approve the FY 2022/2023 Meszaros Trust & Agency Fund LB10 as presented. Second by Director Adams. All in favor.

Roll Call Vote:

Thorne: Aye

Swails: Aye

Cox: Aye

Landles: Aye

Adams: Aye

- LB 50 Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

Action: Director Adams moved to approve the FY 2022/2023 Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property LB50 as presented. Second by Director Landles. All in favor.

Roll Call Vote:

Thorne: Aye

Swails: Aye

Cox: Aye

Landles: Aye

Adams: Aye

Financials

Monthly Revenue and Expenditure Statement. Staff answered Board questions regarding current revenues and expenditures.

- 8105 – Breakdowns – Director Swails asked if breakdowns have decreased since onboarding the new medics. Staff responded it has slowed a little bit, however some needed repairs have been done which had been delayed pending new medics being put in service. Also, with continuing increase in run volume and the training of new staff the equipment is heavily used.
- 6105 – Overtime – Director Adams asked if this line is expected to decrease. Chief responded that no, it will not. There are currently two staff out on sick leave and two more with injuries. Overtime will continue as the District struggles to meet minimum required staffing levels. Most staff who have missed time due to COVID have been traced due to family illness and there has been no known transmission within the workplace to date.

Grant funding of \$35,000 – the maximum available through this awarded grant – is to add capacity specific to wildfire staffing. The hope is that next year this grant program will continue and expand to provide funding for additional personnel.

Ending cash balance for May is approximately \$2.1 million.

Monthly Expenses by Vendor

Reviewed, no questions.

Monthly Expenses Paid

Reviewed, no questions.

Action: Director Swails moved to approve monthly expenses presented from 5/13/22 – 6/9/22 in the amount of \$520,173.77. Second by Director Landles. All in favor. Motion passed on a 5-0 vote.

Management Reports

Monthly Alarm Report

Continued increase in transports was discussed which takes crews out of district for over two hours. Contributing factors include continued growth, new staff training, who are more likely to transport a patient for needed experience, and also holiday weekends which appear to significantly increase population.

Director Thorne expressed his appreciation for the crews' response to the recent AirLink crash in Lake County. Additional discussion regarding how the District's crews were toned out and how the response was coordinated, as the District does not have direct communication or "mutual aid" with Lake County. This critical incident demanded the Duty Officer to use very good judgement, which is encouraged and which he did.

Multiple Alarm & Building Permit/Valuation Report

Building and Permit Activity

Discussion regarding sprinkler systems in new commercial construction and multi-family dwellings. Chief responded that unfortunately it is not always a requirement by state fire codes, however, the District strongly encourages sprinkler systems whenever feasible. There are two apartment buildings in the planning stages which will be sprinklered. Limited municipal water supply makes this challenging in areas that do not have that service. For outside water supply areas cisterns/fire ponds are being required.

Chief's Report

Board noted there were 11 Code 99 alarms in this month's report. Lt. Leehmann provided staff experience with Code 99 alarms and what constitutes a call being toned out as such. Discussion regarding PulsePoint, a phone application that notifies citizens of a nearby individual having a heart attack in the hopes that citizen can initiate CPR. Chief Supkis stated that Deschutes County 911 signed up for the subscription service a few years ago and at that time the Board determined it does not make sense for La Pine to participate in this program. The program is expensive and there were more pressing priorities. To date, with the exception of one case in the valley, no records of use (obtaining quick CPR) or positive outcomes are known. The platform is now moving to an all-hazards scanner type service.

Calls to both medical facilities increased in May. Discussion regarding community perception that St. Charles La Pine and La Pine Community Health Center are considered to be emergency room type facilities, which they are not.

Cascade Medical Transport (CMT) remains temporarily unavailable to stage additional transport resources in or near the district. They did not respond to any calls in May due to continued staffing shortages. District staff continues to work with CMT to bring their service to the area.

Professional Firefighters IAFF Local 3387 Report

Lt. Leehmann thanked Board members for discussions that have occurred over the past month. He referenced the packets which were provided to Board members last month, and asked for continued open communication among everyone. While great strides have been made, Lt. Leehmann expressed continued frustration with the grievance process.

Director Thorne asked how a Board member would request to be part of Operations Group meetings. It was determined this will be discussed in Executive Session. Director Adams stated she feels it would be beneficial for Board members to better understand the day-to-day workings of District operations.

Correspondence/News

- A. Thank you – Robin
- B. Thank you – Winger
- C. KTVZ – La Pine Firefighters Rescue Cats, Injured
- D. KTVZ – 280 Acre Prescribed Burn
- E. KTVZ – AirLink Crash

- F. Bulletin – Four Injured in Airlink Crash
- G. Wise Buys – Firefighters Rescue Cats – Firefree
- H. Wise Buys – Board Meeting, Budget Hearing – Prescribed Burns
- I. Wise Buys – Board Meeting, Budget Hearing, Budget Published
- J. KTVZ – Two Debris Burns Spread
- K. St. Charles – Workers Call for More Say
- L. Midstate – Capital Credit Notice
Staff provided background on how capital credits are issued.

Old Business

A. District EMS Billing – Non-Transport Fees

Included in this month’s packet is information provided by Tactical Business Solutions, including a sample charity care policy. Discussion regarding how this could be implemented. Consensus remains that it is appropriate to charge a fee when paramedics provide a professional service (assessment, care, advisement) even though they may not transport.

Discussion regarding how a rate would be set – Director Adams asked whether a tiered-fee approach would be appropriate.

Board consensus for continued discussion and to inform the public of any policy decision.

Administrative Assistant Tammie Waters offered to assist with developing a rate and charity policy.

New Business

A. Executive Succession Planning

Chief Supkis read the letter to the Board announcing his retirement plans for June 2023 after a 45-year career serving those who serve our citizens in the best career on the planet.

Action: Director Adams moved to table this agenda item to be discussed in Executive Session. Second by Director Landles. All in favor. Motion passed on a 5–0 vote.

B. Grant Writing Services - Hubbard

Jerry Hubbard delivered the grants report:

\$660,000 Congressional Directed Spending grant is in process;
\$280,000 Deschutes County American Rescue Plan Act grant for QRU is approved and payment forthcoming;
\$3.5 million grant request submitted to Congressman Schrader's office to remodel stations 101 & 102;
\$850,000 grant request submitted to Congressman Schrader's office for one tender and one type III engine;
\$500,000 grant request submitted to Senators Merkley and Wyden to fund two new medics;
\$252,000 grant request submitted to Deschutes County to fund the student program.

Jerry is gathering information on Deschutes County and the District's past and projected growth to compile a grant request to fund eighteen firefighter/paramedic positions. The Oregon State Fire Marshal's Office has announced new grant opportunities which are also being evaluated.

Director Adams asked for more information on the Bizwriter proposal to contract as the District's grant writer. Discussion whether the proposed fee is appropriate and in line with similar services.

Action: Director Adams moved to table this agenda item pending additional information. Second by Director Cox. All in favor. Motion passed on a 5-0 vote.

Appeals (Ordinance 2021-01)

Paused per Tolling Agreement annuary 26, 2022 Sussman Shank LLP/Hart Wagner LLP

Chief Supkis provided an update on pending motions. The first Ordinance was ruled unenforceable due to the publication process and those charges have been billed to patients' insurance as was authorized by legal. Billing authority and the second Ordinance are working their way through motions and the court – slowly.

Special Meetings and Workshops

None.

Good of the Order

Next Regular Meeting: July 14, 2022, 9:00 a.m.

Regular Board Meeting adjourned at 11:12 a.m.

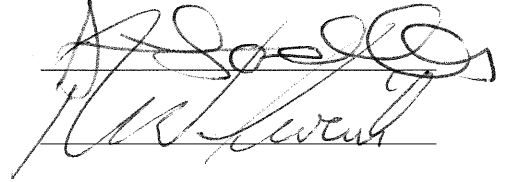
Respectfully Scribed and Submitted
La Pine Rural Fire Protection District
Administrative Staff

Date Presented to Board and Approval

JULY 14, 2022

Board Secretary

Board President

The image shows two handwritten signatures in black ink. The top signature is written over a horizontal line and is highly stylized and cursive. The bottom signature is also written over a horizontal line and is more legible, appearing to read "M. Swank".