

BOARD MEETING MINUTES
La Pine Rural Fire Protection District
July 14, 2022 Regular Meeting 9:00 a.m.

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

Roll Call

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

Directors Absent: Doug Cox

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

Open Forum for Public Comment

Name	Purpose for Attending
<i>Charla DeHate</i>	<i>La Pine CHC Ordinance</i>
<i>Joseph Schumacher</i>	
<i>Rex LeSueur</i>	
<i>Kyle Lohner</i>	<i>IAFF</i>

Chief Supkis introduced FF/Paramedic Joseph Schumacher. Joe is new to the District and currently working light duty as the result of an on-the-job injury sustained while moving a patient down a flight of stairs. Joe stated he recently relocated to La Pine, he is excited to be a part of the District and the community.

Director Swails called on Union President, Eng. Kyle Lohner, to deliver the IAFF 3387 report.

Eng. Lohner stated the Union is in the process of forming a PAC. Each member is contributing to the fund; the intent of the fund is to assist the District with costs associated with ballot measures which would increase the District's funding base.

Lohner reviewed MOU's recently drafted, stating he and Chief Daugherty have been working together to complete and implement these documents. Director Swails asked why the subjects of these memorandums were not addressed in the new CBA. Lohner responded this was due to a disconnect during negotiations, and he is hopeful that improved communication and relations between the Union and administration will result in a smoother process going forward. Items such as lateral hiring and the hiring of EMT basics were not a part of the contract during negotiations and an MOU was

necessary to allow the District to move forward with those hiring processes. Chief Daugherty added there are many new aspects due to recent staffing changes which had not been identified during negotiations. Chief Supkis noted public safety labor negotiations have specific processes to keep them balanced and fair and it is difficult to introduce new items. The Union and District have a voluntary joint BOLI labor training scheduled.

Lohner next reviewed projects the Union is currently working on including funding opportunities and succession planning. He reported morale is still low, but improving. Staff is tired. Continued increases in call volume, addressing equipment breakdowns and project work all combine to keep crews extremely busy and working late into the night.

Director Thorne asked if communication has improved. Lohner responded that yes, it is better, and stated working with the Chiefs been going well. There are still some department miscommunications within the ranks but they are more day-to-day misunderstandings that are a normal part of the communication process.

Director Swails thanked Eng. Lohner for a good report.

Approval of Minutes

June 9, 2022 Board of Directors Meeting and Budget Hearing

Action: Director Adams moved to approve the minutes of the June 9, 2022 Board of Directors Meeting and Budget Hearing. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

Financials

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

- 5030 – Prior Year Tax Revenue – Director Adams asked about the shortfall in this line and whether additional revenue is expected. Chief responded the budgeted amount is estimated based on prior year receipts. Eventually the District does see this revenue but it is often delayed and is sometimes not received until a property is foreclosed on or sold at sheriff sale.
- 6105 – Line Staff OT – Director Swails asked if this line was increased for the current fiscal year. Staff responded yes, it is budgeted at \$100,000 for FY 22/23. Chief added that while this line is over budget by \$74,000, personnel costs overall are near

budget due to staff retirements and changing employment that lower regular personnel expense lines.

- 6415 – Computers – Director Adams inquired about this line which is over budget. Staff will look into it and report back (responded to Director Adams after the meeting this is a firewall support expense, which was reimbursed by an SDAO security grant).
- 6960 – GEMT Agency Fees – Director Adams asked if this was included in the FY 22/23 budget, staff responded that yes, it is included in the new budget.
- 8205 – Communication Repair – Director Adams asked about this overage. Chief Daugherty replied this is due to radio expense. The District completed its conversion to P25 for primary use over the course of the past year, which resulted in additional set up and ongoing service expenses during the process.
- Director Swails commended staff for managing expenses well during a very difficult year. Chief Supkis added that through staff hard work and attention to expenditures this was accomplished even with a twenty percent increase in call volume.
- Director Landles asked about cost of turnouts. Chief Supkis stated that the structural pants and coat are over \$3,000 per member; a total set (with boots, helmet, hood, gloves, facemask) is closer to \$5,000. Chief added staff uses good judgment and repairs items whenever possible to extend the life of this very expensive and necessary equipment, and is now using a very responsive vendor out of Portland. Director Thorne asked if the district members had duplicate sets – staff responded no. A few spares are available for use when gear being cleaned and/or repaired.
- The District's current end of year cash balance of all accounts is just over \$2 million.

Monthly Expenses by Vendor

Monthly Expenses Paid

Action: Director Adams moved to approve monthly expenses presented from 6/10/22 – 7/14/22 in the amount of \$521,866.20. Second by Director Landles. All in favor. Motion passed on a 4-0 vote.

Management Reports

Monthly Alarm Report

Director Landles noted every call category has increased, and the associated hours involved takes a toll on the crews. He is hopeful the District is able to obtain funds for additional personnel.

CMT is still unavailable to stage in district due to not being able to obtain sufficient staffing. They are willing to respond, however do not have the personnel to staff a unit dedicated within the District at this time. The Agreement entered into earlier this year will be reviewed in two years.

Multiple Alarm & Building Permit/Valuation Report

District growth is up twenty percent over last year, which was up the same amount over the previous year.

Charla DeHate asked what the District's staffing goal is. Chief Supkis responded the goal is to hire eighteen additional FF/Paramedics to increase shift mins from 6 on duty to 12 (2 crews to 4 crews). Currently the District is authorized by budget to have 25 full-time FF/Paramedics total. The past 6 months has been averaging about 21 personnel fit for duty. There is no new money for additional positions; the challenge is finding those funds. Eng. Lohner stated this staffing shortage is not unique to this District, but is being felt across the state and now nationwide. He also reported one of the problems facing smaller districts is that the pay scale for larger metropolitan areas is considerably higher.

Rex LeSueur asked, based on current budget patterns, if new growth will not result in all the tax dollars needed for the required staffing levels for the continued increase in call volume and while each EMS call contributes to the revenue shortfall. Chief replied yes, this is true, current growth (with associate revenue) cannot get the district out of its current response deficit. Chief also noted the last local option levy (almost 14 years ago) was about \$.60/\$1.00 which provided 6 new FF/Paramedic positions. The District was also able to add 4 additional staff during the past decade due to "growth". Funding for 18 additional personnel is now needed. For planning, each .10 of tax millage can equate to adding roughly one FF/Paramedic position.

Building and Permit Activity

Chief's Report

Director Landles commented on the number of multiple transports in June and the hours involved in those calls. Chief noted the 6 – 7 – 8 transports per shift equates to many hours on the road – while crews are still responsible for all other calls and duties. Some tasks which normally are taken care of by crews on shift have had to be outsourced because staff simply does not have the time to take care of them – such as a broken sprinkler head recently which resulted in the landscaping company doing a repair that normally a staff person would have done.

Director Thorne asked if the District has considered changing the staffing schedule; Eng. Lohner replied this has previously been a no-go for the Union. Chief added this is solely a Union decision per the collective bargaining agreement and the District had brought it up in previous negotiations.

Code 99 calls were down considerably in June.

Discussion regarding call volume trends and responses to dispersed campsite areas. A significant number of calls are to these locations, which places an increased strain on resources. It also places not only the campers themselves in these remote areas, but the entire community, at a greater risk of wildfire.

Director Adams inquired about the proposed fireworks ban request and whether this will be re-addressed. Chief responded that yes, he would put in on the Board agenda again this fall for discussion and consideration. Bend, Sisters and Sunriver do not allow the sale or use of personal use fireworks.

Additional discussion regarding campfires/warming fires and why they are normally still allowed once debris burning closes. Chief stated that small campfires (< 3 feet) in designated campsites and properly constructed and maintained fire pits seldom cause problems when used with cut fire wood and/or charcoal briquettes.

Correspondence/News

- A. OSFM – Analytics – Fire Funding Measures May 2022 Outcomes
- B. OSFM – Analytics – Fireworks Summary 2022
- C. KTVZ – New Oregon Mapping Tool – Wildfire Risk
- D. KTVZ – Abandoned Illegal Campfire Sparks Haner Butte Fire
- E. Student/Reserve Engineer Class 2022
- F. Wise Buys – Board Meeting Notice
- G. Wise Buys – Board Meeting Notice
- H. Wise Buys – Board Meeting Notice, RF&R to Hire
- I. OSFM 2022 Wildfire Season Grant
- J. Deschutes County ARFA Grant

Old Business

- A. District EMS Billing – Non-Transport Fees

Chief reviewed previous discussion on this relevant topic. The Board had determined that the District advanced life support paramedics provide a valued service and care when they do an assessment, regardless of whether a patient is transported. Community education and involvement on this costly service provided by high-level

paramedics is necessary to move forward and to change the perception. The service is not just an ambulance (taxi) ride to the doctor; the service by community vote was to be-fee based. The Board reviewed the draft hardship policy with no action. Board consensus that the non-transport rate needs to be adjusted to reflect the service provided.

Director Landles asked if there are any grant updates this month. Chief replied he did not receive a report from Jerry Hubbard for June. Director Adams opened discussion on the proposed grant writer agreement that Jerry provided at the June meeting, which was tabled pending additional information. Since nothing new has been received, this item continues to be tabled. Director Swails presented the results of his research, stating grant writer fees cannot be calculated as a percentage of the grant per policy and public grant rules. Grant writer fees must be a set fee, hourly, or otherwise compensated not as a percentage of funds received. Also it is necessary to be clear on the date of engagement as Jerry is currently a volunteer for the Board. District to research with SDAO on best practices.

Chief Supkis stated that while Jerry opens many doors to these very important grant opportunities and in making the initial request, District staff has significant work filling out grant specifics, submittals, and accounting. – which is standard practice. Charla DeHate noted grant writers (in the Health Clinics area) typically seek out grants but do not work through the full application process.

New Business

A. Update Board Policy #01-04 Non-Union/Non-Exempt Employee Work Agreement

Board reviewed with no discussion. Staff provided highlights of changes to be consistent with the new CBA with represented labor.

Action: Director Adams moved to approve Board Policy #01-04 Non-Exempt Work Agreement revised 7-14-22. Second by Director Thorne. All in favor.

Roll Call Vote:

<i>Landles:</i>	<i>Aye</i>
<i>Swails:</i>	<i>Aye</i>
<i>Cox:</i>	<i>Aye</i>
<i>Adams:</i>	<i>Aye</i>

Motion passed on a 4-0 vote.

B. Address Sign Cost Adjustment

Report on this cost adjustment due to the increase in the price of materials. Staff noted the cost of material only is now \$26.00. Board reviewed with no further discussion.

Consensus was to set the new rate as proposed at \$30.00.

Chief Supkis noted the District sometimes makes address signs for residences outside the district, it is the right thing to do, and with an appropriate fee this does not harm District taxpayers.

Appeals (Ordinance 2021-01)

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

Special Meetings and Workshops

None.

Good of the Order

Next Regular Meeting: August 11, 2022, 9:00 a.m.

Regular Board Meeting adjourned at 10:29 a.m.

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

Date Presented to Board and Approval

August 11, 2022

Board Secretary

Board President

