

**HOODLAND FIRE DISTRICT # 74**  
**BOARD MEETING MINUTES**  
**July 10, 2018**

Those Present: Board Members: Pat Buckley, Ron Partlow, John Pruden, and Darcy Lais. Staff: Fire Chief; John Ingrao, Financial Manager; Carol Norgard, Lt. Scott Kline, Lt. Andy Figini, SFF Evan Jarvis, SFF Joe Schwab, FF Brian Henrichs, FF Debra Sinz, FF Kevin Frank, FF Samuel Steinman, FF Garhett Brown, FF Nicholas Castro, FF Laura Freeman, FF Melinda Caldwell, FF Dawson Kooch, EMR Gary Brandt, Pat Lohr and Sally Chester. Guest: Blane Skowhede.

1. Call to Order: By Pat Buckley at 7:00 PM.

2. Pledge of Allegiance: Led by Darcy Lais.

3. Board Officer Elections.

A. Chairperson.

NOMINATION: By John Pruden to nominate Pat Buckley for Chairperson.

2ND: By Darcy Lais.

DISCUSSION: None.

PASSED: Unanimously.

B. Vice Chairperson and Secretary/Treasurer.

NOMINATION: By Pat Buckley to nominate Darcy Lais for Vice Chairperson and John Pruden for Secretary/Treasurer.

2ND: By Ron Partlow.

DISCUSSION: None.

PASSED: Unanimously.

4. Training Company Swearing In by Andy Figini.

A. Dawson Kooch sworn in as a firefighter with Hoodland Fire.

B. Samuel Steinman sworn in as a firefighter with Hoodland Fire.

C. Garhett Brown sworn in as a firefighter with Hoodland Fire.

D. Laura Freeman sworn in as a firefighter with Hoodland Fire.

E. Nicholas Castro sworn in as a firefighter with Hoodland Fire.

F. Gary Brandt sworn in as an emergency medical responder with Hoodland Fire.

5. Persons to be Heard. None.

6. Approval of Minutes.

A. Board Meeting Minutes on Tuesday June 12, 2018.

MOTION MADE: By John Pruden to approve the June 12, 2018 Board Meeting Minutes as submitted.

2ND: By Darcy Lais.

DISCUSSION: None.

PASSED: Unanimously.

7. Communications by Chief John Ingrao.

A. Thank you from a patient and a donation that will be added to the Benevolent Fund.

B. Sandy Post article about Mount Hood Marathon on July 28th. The marathon is donating funds to local Firewise communities and to local non-profits for sending their volunteers to help. There will be over 3,000 participants.

C. Thank you from a patient.

D. Donation that will be added to the Benevolent Fund.

8. Reports:

A. Blane Skowhede.

i. Proposed process to obtain bids for a revised project.

ii. Board members need to meet with Blane and Chief Ingrao to prioritize the non-essential projects to reduce costs. Board members can submit their ideas to Chief beforehand.

iii. Darcy would like to tour the Government Camp Station.

iv. Board Work Session and Special Meeting will be on August 2, 2018 at 1900.

B. Chief's Report by Chief John Ingrao.

i. Tally: 2018 YTD is 487. We are down 9 calls from last year. 90 calls in the month of June. The calls breakdown to 3 Fires, 61 Rescue & EMS, 1 Hazardous Condition, 11 Service Calls, 13 Good

8. B. i. Continued.

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Intent Calls, and 1 Citizen Complaint (provide synopsis in the future).

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ii. Quick Response Training coming up on July 15<sup>th</sup>.

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iii. Focusing on Government Camp Station Remodel and putting the plans for the Main Station on hold.

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iv. Lots of upcoming events in July and August.

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v. In significant Fire Season. Moderate Fire Danger Level. Still going on lots of illegal burning calls. Wildland fire equipment is ready and staff and volunteers are wildland fire trained and ready to deploy.

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C. Prevention by Fire Marshal Scott Kline.

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i. Golden Poles Condominium rebuild progress update.

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ii. Spoke with the Clackamas County Permits Office regarding the Reggae Festival. We will be requiring them to provide a safety plan and a fire protection plan.

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iii. Will be checking out permits and safety of the Mount Hood Theater. May get ODOT involved since they are parking all over the highway.

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iv. Brycer contract for a web-based program that keeps track of the compliance reports and inspections to lessen the workload on the Fire Marshal. They will contact the fire marshal and businesses letting them know that they are due for inspections by private companies. This program will be not cost Hoodland Fire any money.

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v. Will have a fire prevention booth at Mt. RV Village on Saturday July 14<sup>th</sup>.

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D. Safety Committee by Fire Chief John Ingrao

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i. Contacted Carson Oil regarding ordering new signage for the fueling station.

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8. D. Continued.

ii. Increased safety awareness and members wearing safety vests on traffic accident scenes and making sure others are wearing safety vests.

iii. C.E.R.T. Accountability: They will receive more training based on this.

iv. Will now be taking advantage of SDAO driver's training module simulations.

v. SDAO rep. will come back to do a Pre-OSHA inspection.

E. EMS by Fire Chief John Ingraio.

i. Image Trend: Still working on fine tuning the specifics.

ii. CPR – new requirements coming out. Recently lent out some CPR mannequins to one of our cooperators.

iii. Received Epi 1:10,000 which was previously unavailable. Still unable to get Verconium.

iv. July EMS Drill will be Heat Emergencies.

v. Matthew Garcia passed the test and received his EMT certification.

vi. Still waiting on AMR for their response times.

F. Training by Lt. Andy Figini.

i. Figini, Myers, Nicholson, Caldwell, and McGinty attended Wildland Class in Molalla to get task book signed off for Task Force leader, Engine Boss, and Firefighter Type 1 certifications.

ii. Several Volunteers working on getting signed off on the Brush Rigs.

iii. QRT Refresher on July 15<sup>th</sup>.

G. Special Rescue by SFF Evan Jarvis.

i. Two special rescue incidents in June including a trail rescue and a suicide victim removal.

8. G. Continued.

ii. Upcoming Special Rescue meeting on July 12th.

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iii. Clackamas County Water Rescue Consortium Minutes.

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iv. Gladstone Fire is increasing their swift water and rope rescue technicians. This will create a larger pool of trained special rescue techs when there is an incident.

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H. Union by SFF Joe Schwab.

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i. Nothing to report.

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I. Volunteers by Chief John Ingrao.

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i. Picnic plans underway.

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ii. Volunteer Business Meeting is tomorrow July 11, 2018.

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J. C.E.R.T. by Debra Sinz.

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i. 11 Active members, 3 on Leave of Absence, and 2 resigned. 5 have been interviewed and are interested in completing the CERT Basic.

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ii. 127 hours have been put in by the CERT Team in June.

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iii. Helped with Rehab for Burn to Learn on June 16<sup>th</sup>.

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iv. Call out on June 29<sup>th</sup> and 7 CERT members participated. Worked well with Volunteers and Support Group.

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v. Recent training on Animal Response.

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vi. Reviewed the 6/29 Call Out and comments from Joe Schwab.

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K. Support Group by Sally Chester.

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i. Helmet Day at the Lion's Club on the last day of school was a success and the VSG gave away 47 helmets, a record number of helmets! VSG will do this again next year on the last day of school.

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ii. VSG provided a sandwich buffet for 30 people for the TC Burn to Learn.

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8. K. Continued.

iii. VSG provided breakfast for 40 on short notice during the Callout on June 29th.

iv. Recently sent out an email regarding volunteer expectations. There were two resignations so now we currently have 17 active members.

v. The next event for the VSG will be providing refreshments for the Training Company Graduation.

vi. The VSG Garage Sale is coming up in August and 17 tables have already been reserved.

9. Unfinished Business.

A. Board Lunch on Friday July 27, 2018 is canceled.

B. Strategic Planning Updates.

i. Work Session on August 2, 2018 to discuss the Government Camp Station options.

ii. Seismic Grant for the Main Station: Will have to spend money on engineering specifications before we can apply for a seismic grant for the main station.

iii. Seismic Grant for Government Camp Station: Scott Kline is working on this.

iv. Still waiting on the data from AMR before we can work more on Goal #3.

10. New Business. None.

11. Motion to pay the bills.

A. Pay all bills as submitted.

MOTION MADE: By Darcy Lais to pay all bills as submitted.

2ND: By John Pruden.

DISCUSSION: None.

PASSED: Unanimously.

12. Board Members Comments.

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A. John - Glad to see all of the groups working together as a team on the large scale call out.

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B. Ron – Pleased that we are progressing forward on the Government Camp Station. We need to stay focused.

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C. Darcy – Good to see the new faces of the new recruits. Glad to hear about the involvement of CERT and VSG and all of their hard work.

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D. Pat – Good to see the young faces of the new recruits. Government Camp Station has been frustrating, but looks like we might be getting somewhere.

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13. Executive Session, none.

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14. Other New Business, none.

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15. Adjournment.

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Meeting adjourned by Pat Buckley at 8:14 PM

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Respectfully Submitted,

*Carolyn M. Norgard*

Carolyn M. Norgard, Financial Manager

Notes Typed By: Kelli Ewing, Administrative Assistant