

CROOK COUNTY FIRE & RESCUE

The regular meeting of Crook County Fire & Rescue was called to order by President Steve Lent at 9:00 am on March 19, 2020.

Board members present were Steve Lent, Jerry Brummer, and George Ponte. Dennis Merrill was present by phone. Gary Abrams was absent.

Staff present was Chief Matt Smith, Chief Dave Pickhardt, Chief Russ Deboodt and Paula Landrus.

On duty crew present was Chief Jerimiah Kenfield, Todd Olheiser, and Jared Brown.

MINUTES

Jerry Brummer made a motion to approve the minutes from 27, 2020. Dennis Merrill seconded the motion which passed unanimously. George Ponte abstained from voting, as he was not a board member at the time of the meeting.

OLD BUSINESS

Governance Policy-Chief Smith stated there is an updated version in the packet. Chief Smith explained some of the updated changes. Dennis Merrill asked if the old end statements are in the strategic plan. Chief Smith stated that they were. Jerry Brummer stated that this updated version is easy to follow.

Jerry Brummer made a motion to approve the Governance Policy with the new changes. George Ponte suggested removing the word grossly in Executive Limitations in 2.1. on page 1.

Jerry Brummer withdrew his motion.

Jerry Brummer made a motion to approve the Governance Policy with the changes including the change in Executive Limitations. Dennis Merrill seconded the motion which passed unanimously.

Standard Cover-Chief Pickhardt stated there is an updated copy in the packet. We need to address the level of risk in our response times. Chief Pickhardt went over some data from the Urban Risk area. This area includes the data centers on top of the hill. Can we get to Facebook in six minutes? Chief Pickhardt stated we need to look at this data for the future. This document and data are from 2019. Chief Pickhardt discussed the types of calls by situation with the Board. Crook County Fire & Rescue was requested for service 3470 times in 2019. Those request for service were for many different types of incidents. 86% of the request were for medical calls.

The Board discussed the different incidents.

Jerry Brummer made a motion to approve the Crook County Fire & Rescue Standard of Cover with the updated changes. Dennis Merrill seconded the motion which passed unanimously.

SCBA Purchase- Chief Pickhardt stated that the purchase has been made and there will be an update at the next meeting.

NEW BUSINESS

Appoint Budget Officer- Jerry Brummer made a motion to appoint Chief Matt Smith as the Budget Officer for the 2020-2021 budget year. George Ponte seconded the motion which passed unanimously.

The Board discussed a tentative date of May 28th for the budget meeting.

Chief Evaluation & Remuneration Decision- Chief Matt Smith gave an overview of the evaluation. Chief Smith stated in the last 12 month period I am reporting compliance with all board governance policies. It should be noted the Employment Relations Board found that CCFR interfered with employees in the exercise of PECBA-protected rights by making certain statements and using a third party investigator and supervisory notes in a manner that created a reasonable belief that employees were subjected to heightened scrutiny after forming a union and engaging in other protected activities. Bases on the ERB's findings in the final order and as stated last year in my evaluation dated 03/21/2019, as Chief of the District at the time of the ULP, I was out of compliance with the District's Governance Policy Board Chief Linkage Section 2.2, regarding the employees reasonable belief of the District's actions as outlined in the final order. Chief Smith gave a report on Organizational Accomplishment of the Board Ends, current Ends Statements and draft example Ends Statements: Board Priorities.

Budget revenue and expense projections are with budgeted parameters. We have achieved schedules 24 hour staffing at all three station on most days this budget year. Staff undertook significant facilities and apparatus improvement projects this last year including completing 1202 landscape, upgrading exercise equipment in sub stations and several station living improvements. EMS and fire equipment were improved with 4 cardiac monitors, a transport ventilator, automated CPR device, purchased and outfitted a new command vehicle, upgraded SCBA's and made several improvements to small tools. The District has leveraged cash on hand to accomplish budgetary objectives. This strategy has made the District vulnerable to unexpected changes in revenue and expenses over the long term. In the future the District will need to accurately project service level and staffing needs. It will also need to develop funding benchmarks that can be communicated during the budget process. Facility and apparatus improvements and maintenance will continue next year. In the next year an increased focus on Human Resource strategies that will be listed in the future strategic plan is needed. Additional part time staffing and technology will be needed in the near future to maintain and improve financial and administrative functions as well as to begin effective work in community risk reduction.

Steve Lent closed the public meeting at 10:03 am and opened executive session per ORS 162.660 (2) (i) to review and evaluate the performance of an officer, employee or staff member.

Steve Lent opened the public meeting at 10:33 am.

Steve Lent stated the Board reviewed the Chief's evaluation. The Board discussed remuneration for Chief Smith.

George Ponte made a motion to give Chief Smith a 2% cost of living raise for 2020-2021. The vote went as follows: George Ponte-yes, Steve Lent-yes, Dennis Merrill-yes, Jerry Brummer-no. The motion passed.

Coronavirus-Chief Smith stated there is an updated directive that was sent to all members. There is no public access into the stations, only in the lobby areas. The front office staff will be working from home. CCFR as well as the hospitals are preparing for a wave of patients. The Crook County Health Department is the lead for the County. The crews are wearing the proper PPE. Chief Smith stated that we are prepared. Everyone is washing their hands and keeping the stations clean.

Surplus Equipment-Chief Matt Smith stated that we have some items that we need to surplus. We have a ventilator that we cannot get recertified. We also have a 250 gallon water tank off of the Type 6. Chief Smith stated that he will find good use for these items. Chief Pickhardt stated that we also have some chairs and recliners that will need surplused.

Jerry Brummer made a motion to give permission to the staff to surplus and dispose the items for the best use possible. George Ponte seconded the motion which passed unanimously.

LABOR MANAGEMENT COMMITTEE REPORT

Dennis Merrill stated there is no report. Chief Pickhardt stated there is a tentative meeting set for April 17, 2020 at station 1201.

CONSENT AGENDA

George Ponte made a motion to approve the Consent Agenda. Jerry Brummer seconded the motion which passed unanimously.

PUBLIC COMMENT

None

GOOD OF THE ORDER

Chief Matt Smith stated the banquet is postponed.

Chief Smith informed the Board that email accounts are being set up for all of the Board members. They will be able to receive the packet by email if they would like.

As there was no further business for the Board, Jerry Brummer made a motion to adjourn the meeting at 11:09 am. George Ponte seconded the motion which passed unanimously.

Respectfully Submitted,



Paula Landrus

Steve Lent