

**Crook County Fire and Rescue  
Board Meeting  
June 15, 2023**

**Call to Order:** Dennis Merrill called the meeting to order at 9:00 am.

**Board Attendance:** Board members in attendance were Dennis Merrill, Jerry Brummer, George Ponte, Gary Abrams, and Steve Lent.

**Staff Attendance:** Matt Smith, Dave Pickhardt, Russell Deboodt, Jeremiah Kenfield.

**Public Attendance:** None.

**Minutes:** Jerry Brummer moved to approve the minutes, second by George Ponte, passed unanimously.

**Consent Agenda:**

- Bills: Chief Smith reviewed the bills since last board meeting. Steve Lent moved to approve the consent agenda, seconded by George Ponte, motion passed unanimously.

**Old Business:**

- Senate Bill 762: CCFR received a three-year staffing grant, which will provide two Firefighter/EMS Workers and one Fire Prevention Technician. The district is currently working through the civil service process to categorize the new positions correctly and get them filled. The Prevention Tech position will initially focus on the new Oregon Defensible Space Code, and provide non-enforcement, complimentary home fire assessments for interested community members. The district also received a smaller, short term staffing grant to help upstaff wildland response during the summer. This is the same grant that the district received last summer.
- Seismic Grant: CCFR had their kickoff meeting for the project, which included all interested parties including the contractor, architect, and project engineer. The going plan is to start construction in April 2024, with some limited exploratory work happening between now and then. The district will continue to have this meeting every other week. The district has also discussed the remodel portion of the project with the construction team. A schematic design should be done in the next month which will help get an estimated cost. The entire project is scheduled to be completed by the end of October 2024. The district is still investigating temporarily moving into the old hospital next summer while construction is happening at 1201. Lastly, the district has engaged Business Oregon and are looking into a possible loan/grant program for some of the project costs. The district has a meeting with the Oregon Military Department on possible leased property up near the airport for future expansion.

**New Business:**

- Budget Hearing: Dennis opened the budget hearing. Chief Smith stated he has not received any questions from the public. There was no public at the meeting to provide comment. Chief Smith gave an overview of the upcoming budget. The district is adding five FTE positions, three of which are grant funded. The other two positions include a full-time office assistant, and additional Part Time firefighter funding. The budget includes transfers to the districts reserve

accounts. The district still maintains a good financial position and is anticipating maintaining that through the next budget year.

- **Resolution 2023-3: A resolution imposing and categorizing taxes for the 2023 – 2024 fiscal year.** Motion was made by Steve Lent, second by Jerry Brummer, passed unanimously.
- **Resolution 2023-4: A resolution adopting budget and making appropriations for 2023 – 2024.** Motion was made by George Ponte, second by Steve Lent, passed unanimously.

Dennis Merrill closed the budget hearing.

**Public Comment:**

- None

**Good of the Order:**

- Review Call Data: District is trending similar to last year. In May, the district responded to 300 calls for service, including eight MVA's and two structure fires.
- Update on Hiring, Recruitment, and Retention: The district completed the testing for FF/Paramedic. Two people completed the testing and the district is working through the process now. The district will have three open positions as of July 1<sup>st</sup>. The district has an open application for a Lieutenants position. The district is bringing on seven new students and three new part time employees next week.
- Chief gave an update on Mike Wright.
- Steve Lent updated the board that Ted Comini passed away.

**Adjourn:** Dennis adjourned the meeting at 10:25 am.

Respectfully submitted,



Russell Deboodt

Dennis Merrill