

**SWEET HOME FIRE & AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING
April 16th, 2024
Board of Directors Meeting**

The **April 16th 2024** meeting of the Board of Directors of the Sweet Home Fire & Ambulance District was called to order at 6:30 p.m. by Board President Dawn Mitchell.

**CALL MEETING TO ORDER
Pledge of Allegiance**

ROLL CALL

Roll call was taken by Director Charlene Adams. Directors present were Charlene Adams, Larry Johnson, Rob Younger, Jim Yon and Dawn Mitchell. Also in attendance were Chief Nick Tyler, Deputy Chief George Virtue, Assistant to the Chief Julie Mayfield, Board Recording Secretary Julie Harvey, BC Shannon Pettner, AIC Ryan Paul, AIC Christian Whitfield, AIC Mike Severns, FF Josh Marvin and Sky Chappell from the New Era. Guests in attendance included Dave Trask and Zach Lincoln.

READING & APPROVAL OF MINUTES

Minutes of the **March 19th, 2024 Regular Board Meeting** were presented and reviewed.

24-13 A motion was made by Director Larry Johnson to approve the **March 19th, 2024 Regular Board Meeting** minutes as presented. The motion was seconded by Director Rob Younger and passed unanimously.

24-14 Director Jim Yon moved to approve the **March 2024** Financial Report as presented. The motion was seconded by Director Rob Younger and passed unanimously.

CORRESPONDENCE

- * No correspondence received in the last month prior to this meeting.
- * Packet of paperwork submitted by David Trask and Zachary Lincoln during the District Patrons and Personnel portion of the meeting.

***District thoughts and prayers are with the family of Staff Sergeant Jim Search who passed away recently. Staff Sergeant Search had retired from the Linn County Sheriff's Office (LCSO) after many years of service to his county and community, including many hours in cooperation with Sweet Home Fire District**

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patrons and personnel both during and after his years of employment with LCSO.

FIRE CHIEF REPORTS

Call Volume/House Fires - Chief Nick Tyler:

- * 253 total calls (average 8.1 per day) with 85% EMS, 15% fire, 8 times dispatched/canceled enroute, 17 times evaluated/no transport, 31 times treated and refused transport, 12 times recommended hospital and refused; transport rate of 55%

Land Use (Alyrica, Tavern) - Chief Nick Tyler & Madison Yock:

- * Alyrica is locally owned and operated – Philomath, fixed wireless and fiber optic internet, been in business for over 20 years, service area currently includes Lane County to Yamhill County
- * Alyrica has been working with the city for over a year to try to bring fiber optic service to Sweet Home, multi-phase project
- * Must find a location to store fiber optic equipment, specific location which can provide back up if ever there is a failure with the fiber line that service will automatically switch over to a wireless connection, 72 hour back-up generator, ensure no one ever loses connection
- * Ideal location is on the back of the property at Station 21 between the two existing buildings, need a utility easement (bore underground within a 3 foot wide easement off of Kalmia, 15 x 20 space for shelter), weatherproof temperature controlled shelter
- * In exchange for easement and shelter placement will provide free 1 gig fiber optic service, approximate \$400/month value
- * Would ensure internet connection at the station even in a black out because the station would be hard wired
- * Cost of other options is fairly prohibitive
- * Asking for approval as soon as possible to be able to start

Lot by Entryway

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- * New owner of the Bohemian is interested in purchasing the small patch of land, in the past the city had offered similar small plots for small amounts
- * Overall board feeling not interested in selling, maybe a summer lease

Wildland Crew Program - Chief Nick Tyler & AIC Christian Whitfield:

- * Agreement between the Forest Service and the National Forest Foundation (NFF), NFF then grants us money to do the work over two years, projected to be just under \$2 M - \$106,000-\$108,000 in kind match from us through some salaries already paid by the district used on the project
- * Agreement supposed to be signed by NFF this week, signed with us shortly after that, projected start May 1st, 2024
- * 20 person crew costing \$906,000 earning \$980,000 per year
- * Will be its own fund in the budget, some might need to be treated as unanticipated income (like conflagration money) depending on when it comes in
- * NFF deals with all of the federal reports required with the federal dollars
- * Looking for preauthorization to sign the agreement when complete
- * Need to get crew hired, could get people into local ODF's fire school (free to our District)
- * SHFD will be a cooperator not a contractor – benchmarks will be a little flexible
- * Cleared area is 100 feet from the center line, 7 inches and under in height, type of trees to leave and pruning; estimate of completing an average of one mile per day
- * Seasonal restrictions revolve around the spotted owl, built into the plan
- * Any area deemed unsafe will not have any work done
- * AIC Christian Whitfield went with Forest Service when the contractors bid the first 15 miles, went to see examples of the three types of work, all work is roadside on tabletops
- * Body of work on Highway 20 and Highway 22
- * Already have qualified people who are interested, many see this as a route into the fire service without doing EMS
- * Chief Nick Tyler will be presenting the information about this project to the Sweet Home City Council at their meeting next Thursday

24-15 Director Charlene Adams made a motion to grant Chief Nick Tyler the authority to sign the **Stewardship Agreement** between the **National Forest**

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Foundation and the USDA, Forest Service, FS agreement number 24-SA-11061800-308 as presented. The motion was seconded by Director Larry Johnson and passed unanimously.

Late Breaking Announcements:

Budget Committee – needed a new member, Brent Gaskey has volunteered

FF Josh Marvin – Recognized as recently finishing his Bachelor's Degree in Fire Service Administration from Eastern Oregon University.

Bond Information Open Houses from 5:00-6:30 pm on the following dates:

May 7 - Station 21

May 8 - Cascadia Station 24,

May 9 - Crawfordsville Station 23

OFFICERS REPORTS

Building Maintenance - Chief Nick Tyler:

- * Shop Building is complete
- * Tidying everything up and making ready for upcoming open houses, spring cleaning
- * Station 22 project complete – passed the final, signs are up and lit, plan is to have all stations match with paint and signage for consistency

EMS Officer - BC Shannon Pettner:

- * April training instructed by the ABC House out of Albany – child abuse and reporting, fitting for Child Abuse Prevention Month (April)
- * Josh Marvin looking to offer EMT training which is cost prohibitive to some, reached out to local schools and heard back from Umpqua, Mount Hood and Blue Mountain Community Colleges; goal to offer training to current volunteers and possibly bring in some new volunteers from the high school, community, wildland; could be a major boost to our part time and volunteer programs at a major cost savings to those individuals to get needed certifications

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- * Looking for Emergency Medical Responder (EMR) training also in the future; currently have one person with certification but the other two who were certified are no longer with the district
- * Ambulance licencing coming up in June, annual protocol updates in cooperation with Lebanon and Jefferson Fire with training coming in June

Fire Training - Chief Nick Tyler:

Between 3/1/24 - 4/1/2024 crews completed:

- * 33 hours of online
 - * 140 hours dedicated to drills
 - * 95 hours on shift training
 - * 40 hours of outside training
 - * 12 hours of Fire Corp
 - * 148 Burn to Learn
- Total = 468 plus hours of training

Vehicle Maintenance & Equipment - Chief Nick Tyler:

- * Medic 3 – back in service after receiving a new screen
- * Brush 24 – two new batteries, ready for fire season
- * Chevy taken to O & M for front end work
- * Rosenbauer taken to Oregon Apparatus for warranty fixes, should return in a couple of weeks, crews trained at main station when returns

R & R and Public Interactions - AIC Ryan Paul:

- * Three new people in the academy, done mid to late May
- * Lebanon hosting Young Women's Fire Academy, 14-17 year old girls interested in fire service; applications are out in the schools now
- * Website is finished with a few things left to add; short review on screen

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Ambulance Collections & Other Information - Asst to the Chief Julie Mayfield:

* May for quarterly report

FIRE DISTRICT PATRONS & PERSONNEL

District policy governing statements read or presented at this time was read by President Dawn Mitchell including the existence of a 3 minute time limit.

Mr. David Trask

1276 2nd Avenue
Sweet Home, Oregon

Mr. Trask discussed his concerns about no longer using patches. At this time, Mr. Trask submitted a packet of documents to the Board Recording Secretary.

Mr. Zach Lincoln

PO Box 245
Brownsville, Oregon 97327

Mr. Lincoln discussed the packet submitted by Mr. David Trask containing documents pertaining to various lawsuits and legal avenues that Mr. Lincoln is currently pursuing against the district.

Update on Grants – BC Shannon Pettner:

Assistance to Firefighters Grant

- * Deadline was March 8, submitted on March 6th
- * Requested communications equipment at a cost of \$170,515 with the district's contribution being \$8,119
- * Award notification should be between April 30 - Sept 30

Safer Grant

- * Hiring of personnel, recruitment and retention
- * No cost matches
- * \$2,488,578 for hiring, \$575,074 for recruitment and retention
- * Would fund Extension of Ryan Paul's position, extend to full time

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Wildfire Seasonal Staffing

- * Submitted by AIC Christian Whitfield
- * Grant would be worth \$35,000

OLD BUSINESS

Clarify What Board Can Do Discussing Bond

- * Limited to factual information, cannot have a quorum
- * Fact sheets are in process and will be available soon
- * Ballots are out April 22nd

NEW BUSINESS

Recessed Regular Session to enter **Executive Session** at 7:42 PM.

- * **Executive Session for ORS 192.660(2)(h) permittend on certain matters**
(2) The governing body of a public body may hold an executive session.
(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to arise.
- * Return to regular session at 8:23 PM.

ADJOURNMENT

The next regularly scheduled meeting of the Board of Directors will be at 6:30 p.m., Tuesday, May 21st, 2024.

The Board of Directors regular meeting was adjourned by President Dawn Mitchell at 8:24 PM.

Submitted by,

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Charlene Adams, Secretary/Treasurer
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