

Pleasant Hill Goshen Fire & Rescue
Pleasant Hill Rural Fire Protection District
Goshen Rural Fire Protection District
Joint Board in Person/Zoom Meeting

October 13, 2020

Call to Order

The hybrid meeting (online Zoom/in station) Board meeting was called to order at 6:31 p.m. by Board President Ryan Martin.

Attending Meeting

Pleasant Hill Board Members – Board Member Alan Mathews (at station 501). Via Zoom: President Ryan Martin, Secretary/Treasurer Mark Allen and Board Member Darrell Shoemaker
Absent: Vice President Terry McDiarmid.

Goshen Board Members – Via Zoom: President William Bronson, Board Member Rose Reinertson and Board Member Steve Lovely. Absent: Vice President Tom McClellan and Secretary/Treasurer Dan Menk.

Pleasant Hill Goshen Fire & Rescue Board Members – President Ryan Martin, Vice President William Bronson, and Board Member Darrell Shoemaker. Absent: Secretary/Treasurer Dan Menk.

Staff – Via Zoom: Fire Chief Andrew Smith and Administrative Assistant Sarah Hallenbeck.

Welcome to Visitors: None.

Correspondence: Letter from Lane County confirming annexation status for Gonyea properties.

Approval of Previous Meeting Minutes

- a. **PLEASANT HILL Minutes of September 16, 2020 Regular Joint Board in Person/Zoom Meeting** - The minutes of the September 16, 2020 Regular Joint Board in Person/Zoom Meeting were reviewed. **Mark Allen made a motion to approve the minutes of the September 16, 2020 Regular Joint Board in Person/Zoom Meeting. Darrell Shoemaker seconded. Motion passed unanimously.**
- b. **GOSHEN Minutes of September 16, 2020 Regular Joint Board in Person/Zoom Meeting** - The minutes of the September 16, 2020 Regular Joint Board in Person/Zoom Meeting were reviewed. **Steve Lovely made a motion to approve the minutes of the September 16, 2020 Regular Joint Board in Person/Zoom Meeting. Rose Reinertson seconded. Motion passed unanimously.**
- c. **PLEASANT HILL GOSHEN FIRE & RESCUE Minutes of September 16, 2020 Regular Joint Board in Person/Zoom Meeting** - The minutes of the September 16, 2020 Regular Joint Board in

Person/Zoom Meeting were reviewed. **William Bronson made a motion to approve the minutes of the September 16, 2020 Regular Joint Board in Person/Zoom Meeting. Mark Allen seconded. Motion passed unanimously.**

Review of Monthly Financial Reports

Chief Smith informed the boards that we have started the submission process on reimbursements through conflagration billing as well as our grant opportunities. Chief explained the high personnel costs related to the deployments.

Pleasant Hill RFPD

****Transaction List & Financial Review.** The Board reviewed the financials and transaction list. **Mark Allen made a motion to pay the districts bills. Darrell seconded. Motion passed unanimously.**

Goshen RFPD

****Transaction List & Financial Review.** The Board reviewed the financials and transaction list. **Rose Reinertson made a motion to pay the districts bills. Steve Lovely seconded. Motion passed unanimously.**

Fire Authority

****Transaction List & Financial Review.** The Board reviewed the financials and transaction list. **William Bronson made a motion to pay the fire authority bills. Darrell seconded. Motion passed unanimously.**

William Bronson expressed his thanks to all the staff/members for their efforts with all the fires.

Staff Reports

a. Fire Chief Report: October 2020

Here are updates to consider from the month of September 2020:

- **Fire, Fire and Fire:** If there is any doubt for what our focus was in September, it all revolved around fire. Here is information to keep in mind regarding our fire activity in case we do not have a great opportunity to discuss further.
- **Holiday Farm Fire Update:** After 16 days of active service related to the fire, all personnel have secured and demobilized from this fire. We have paid out all our employee costs related to the couple week period. We experienced the HIGHEST payroll in our history in the month as a result of multiple deployments and the significant costs for all the portions of the Holiday Farm Fire. There are a few ways in which we anticipate reimbursement of that money we have spent:
 - **Conflagration Pay:** The Governor declared this fire a conflagration in the middle of the night on the very first night. As a result, the resources we deployed as part of that will be compensated as a part of that. Personnel costs are included in this.
 - **ODF Contract Agreement:** I filled two roles for ODF to assist as “Heavy Equipment Supervisors” with a vehicle. I completed an agreement with them including our daily cost to cover the employee cost plus use of the two staff vehicles.

- **EMAG-** This is an additional “grant” similar to COVID Relief that we qualify for because our location in relation to the fire and involvement with the fire. I will seek reimbursement for all other salary costs, materials and supplies related to the 16-day period that we needed to backfill and cover our own operations. This one will be a little slower on the timeline but will still happen this fiscal year.
- Brush Rig repair – the Brush rig that was damaged in California by the deer incident is almost done with repair. The paint work was done and now we are just waiting for the reinstall of the decals. This will be covered through our insurance claim.

b. Division Chief’s Report

October Presentation of Operations and Training in September

Operations:

September was a challenging month with so many crews being deployed to conflagrations, as well as several large-scale emergency calls within our own boundaries. Our combined agencies answered 118 calls for emergency service. The startling increase in call volume could of course be attributed directly to a highly active fire month, but it seems that almost all categories saw a relatively equal increase.

We handled 45 calls for EMS emergencies, 13 calls for motor vehicle accidents, 11 calls for fire emergencies, and 11 times we were sent on calls that were classified as “other”. You may notice that we are missing 38 calls here to reach the total of 118. This was due to an increase of “smoke in the area” calls as our taxpayers reacted to smoke from fires outside our district.

Many of our staff are now attending school regularly, which will put additional strain on our staffing model as folks are gone so many hours during the daytime hours. We have two candidates going through our hiring process, and I have three others in the application process to add to our staff prior to Winter/Spring academy.

Training:

Three candidates are currently enrolled in fire academy with Lowell, and all are progressing as expected. I am confident that all will graduate on time and move forward successfully with our agency.

We have started to gather applicants for our next apparatus operator course already, and we will be teaching this entirely in-house again.

I am currently scheduling an entry level firefighter academy for Winter/Spring of 2021 and I am hoping to have five additional recruits for this event.

Unfinished Business

a. Fire Authority

i. Annexation Discussion/Action Items (Status Update)

Chief explained to the board that they have the authority to send out letters/information to the public informing them about the annexation ballot measures. Staff have received calls from the community asking for more information on the measures. William Bronson offered to contact a Goshen community member’s request

for return call. William Bronson suggested contacting the news media. Chief Smith stated our attorney strongly suggested the board reach out to news media as well as letters to the editor. Ryan Martin expressed his willingness to write an op-ed piece as he has experience doing this. Chief Smith also informed the board that the Republican Office in Pleasant Hill requested someone provide them with more information on the ballot measures as they are receiving a lot of questions about it. Ryan Martin will begin working on the letter which will signed by William Bronson as well. Ryan and William will both work to get the completed letter out to the community once it is ready. Their goal is that the community will receive education as to the reasons why the board supports these ballot measures. The districts will not, and cannot, expend funds that could be construed as campaign money.

New Business

a. Fire Authority Action Items:

- i. Resolution 13-20, CRF – Expense Reimbursement Acceptance (4th Round)
William Bronson made a motion to accept Resolution 13-20 Covid-19 (Coronavirus) Relief Fund – Expense Reimbursement Acceptance (4th Round). Darrell Shoemaker seconded. Motion passed unanimously.
- ii. Resolution to Accept Disaster Donation from Jasper Assembly of God Church
William Bronson made a motion to accept Resolution 14-20 Donation Acceptance from Jasper Assembly of God. Darrell Shoemaker seconded. Motion passed unanimously.

b. Pleasant Hill Action Items:

- i. Appointment of Two Members to oversee the transition to PHG.
Mark Allen nominated himself to be a member of the transition team. Ryan Martin seconded. Motion passed unanimously. Mark Allen nominated Ryan Martin to be the second member of the transition team. Darrell Shoemaker seconded. Motion passed unanimously.

c. Goshen Action Items:

- i. None.

Meeting adjourned at 7:09 p.m.

Respectfully submitted,

Sarah Hallenbeck
Recording Secretary