

**Pleasant Hill Goshen Fire & Rescue**  
**Pleasant Hill Rural Fire Protection District**  
**Goshen Rural Fire Protection District**  
**Joint Board Meeting**  
**July 9, 2019**

**Call to Order**

The Board meeting was called to order at 6:34 p.m. by Willie Bronson.

**Flag Salute**

**Attending**

**Pleasant Hill Board Members** – Ryan Martin (joined by phone), Alan Mathews, Darrell Shoemaker and Terry McDiarmid. Absent: Mark Allen.

**Goshen Board Members** – Willie Bronson, Rose Reinertson, Tom McClellan, and Dan Menk. Absent: Steve Lovely.

**Pleasant Hill Goshen Fire & Rescue Board Members** – Ryan Martin (joined by phone), Willie Bronson, Rose Reinertson.

**Staff** – Fire Chief Andrew Smith, Division Chief Barnhart, Lt. Chris Garcia, Bonnie Graham and Sarah Hallenbeck

**Welcome to Visitors:** None.

**Correspondence**

- a. SDAO Training Reminder

The board members were reminded about SDAO's upcoming board member trainings that are available. Steve Lovely has registered to attend training. Board members, please let Sarah Hallenbeck know if you'd like to attend.

**Approval of Previous Meeting Minutes**

- a. **PLEASANT HILL Minutes of June 11, 2019 Regular Joint Board Meeting** - The minutes of the June 11, 2019 Regular Joint Board Meeting were tabled until next month due to not having a quorum of board members who had attended that meeting.

**Minutes of June 11, 2019 Joint Work Session Meeting** - The minutes of the June 11, 2019 Joint Work Session Meeting were tabled due to not having a quorum of board members who had attended that meeting.

- b. **GOSHEN Minutes of June 11, 2019 Regular Joint Board Meeting** - The minutes of the June 11, 2019 Regular Joint Board Meeting were reviewed. **Tom McClellan made a motion to approve**

**the minutes of the June 11, 2019 Regular Joint Board Meeting as presented. Dan Menk seconded. Motion passed unanimously.**

**Minutes of June 11, 2019 Joint Work Session Meeting - The minutes of the June 11, 2019 Joint Work Session Meeting were reviewed. Rose Reinertson made a motion to approve the minutes of the June 11, 2019 Joint Work Session Meeting as presented. Tom McClellan seconded. Dan Menk abstained due to absence. Motion passed.**

- c. **PLEASANT HILL GOSHEN FIRE & RESCUE Minutes of June 11, 2019 Regular Joint Board Meeting - The minutes of the June 11, 2019 Regular Joint Board Meeting were reviewed. Rose Reinertson made a motion to approve the minutes of June 11, 2019 Regular Joint Board Meeting as presented. Ryan Martin seconded. Motion passed unanimously.**

**Minutes of June 11, 2019 Joint Work Session Meeting - The minutes of the June 11, 2019 Joint Work Session Meeting were reviewed. Rose Reinertson made a motion to approve the minutes of the June 11, 2019 Joint Work Session Meeting as presented. Ryan Martin seconded. Motion passed unanimously.**

**Minutes of June 27, 2019 Special Meeting - The minutes of the June 27, 2019 Special Meeting were reviewed. Ryan Martin made a motion to approve the minutes of June 27, 2019 Special Meeting as presented. Rose Reinertson seconded. Motion passed unanimously.**

#### **Review of Monthly Financial Reports**

##### **Pleasant Hill RFPD**

**\*\*Transaction List. The Board reviewed the transaction list. Alan Mathews made a motion to pay the districts bills. Terry McDiarmid seconded. Motion passed unanimously.**

**NOTE: Pleasant Hill had no checks to sign this evening.**

##### **Goshen RFPD**

**\*\*Transaction List. The Board reviewed the transaction list. Tom McClellan made a motion to pay the districts bills. Dan Menk seconded. Motion passed unanimously.**

##### **Fire Authority**

**\*\*Transaction List. The Board reviewed the transaction list. Ryan Martin made a motion to pay the fire authority bills. Rose Reinertson seconded. Motion passed unanimously.**

#### **Staff and Volunteer Reports**

- a. **Fire Chief Report: JULY 2019**
1. **Fire Defense Board Appointment – The Fire Authority had a special meeting on June 27 to confirm the support of the Fire Authority for my appointment to the Fire Defense Board. There**

was a request at that time to provide a little information regarding FDB and what the role is as well as my role.

Fire Defense Board (FDB) is a statewide requirement of the Mobilization plan and under the State Fire Marshal's office and rule. We as fire chiefs come together as a team to represent the county to deal with trending issues as well as representation for conflagration and such.

Fire Defense Board is funded by dues on a small level from each District and then from Fire Med dues received. We don't expend much money but can and will related to county wide issues as well as other small services.

My role for FDB will be Secretary as well as a member of the Base 1 Overhead team in-county. I'll assist in coordination as needed to support the other members but will not be deployed out of county any different then now. I look forward to this role and opportunities to come with it.

2. **Certification of Election** – We received our action items for the certification of the previous election which has been subsequently completed and submitted back to Lane County. New members have received certificates from the County tonight.
3. **Fire House Subs Grant** – I have received turn-down notification from Fire House Subs from the last grant request for Extrication Equipment. Off to try again!
4. **June Fiscal Year End** – We spent June winding down the fiscal year and preparing the list of needs form our new auditor who will be starting the audit in August this year. We look to be in great shape with all three budgets on track to end above expectation for carry-forward amounts. I am pleased by our continual healthy fiscal positioning.
5. **Swearing In** – On June 27<sup>th</sup> we proudly swore in 8 new members joining our organization as firefighters and EMT's. They have all begun their service on shift helping with our daily staffing model. We are currently recruiting for 2 resident volunteer position openings and hope to find candidates this summer as the school year begins.

**CHIEF UPDATE: Chief Smith let the boards know that he has just received notification that Pleasant Hill Goshen Fire & Rescue has been awarded an ODF 50/50, \$7,700.00 grant which will be used to purchase fire shelters, wildland compliant pants and gas-powered pole saws.**

**b. Division Chief's Report**

July Presentation of Operations and Training in June

**Operations:**

In July we received a total of 80 calls for service from all three stations in both battalions combined. This gave us an average of 2.66 calls per day. Battalion 51 had 47 emergency calls, and Battalion 52 had 19 calls. In addition to these calls for service, 14 more were received in neighboring districts. In total, our staff and volunteers responded to 39 EMS calls, 17 MVA, and 19 fires. In addition to these emergency calls, we received 5 calls that I classified as "other" or

“special rescue” which were generally calls for us to isolate and deny entry to downed power lines, and of course water rescues.

**Training:**

We have concluded our most recent apparatus operator academy, and the testing process will be held July fifth. The scheduling process for our Fall academy has begun, and I hope to have dates finalized with the other training officers on the Hwy 58 corridor prior to August.

Looking forward to July, we have Life Flight scheduled for a special presentation of hands on training as well as some extensive classroom training on landing zone safety and patient transfer techniques.

**Division Chief Barnhart explained to the boards the information that is presented in his report.**

**c. Volunteer Association Report**

No Report.

**Unfinished Business**

**a. Fire Authority**

- i. Consolidation/Reformation Discussion Continuation (placeholder)  
Consensus reached to schedule a Work Session for August 13<sup>th</sup> at 5:30 which will precede the Regular Joint Board Meeting. The board directed Chief Smith to contact an Attorney to verify our option and direction regarding annexation/merger as well as contact Liz Loomis for information to be presented at the Work Session.

**b. Pleasant Hill Action Items**

- i. None.

**c. Goshen Action Items:**

- i. None.

**New Business**

**a. Fire Authority Action Items:**

- i. Election of Officers (After election of representation)

**Rose Reinertson made a motion to nominated Ryan Martin for Fire Authority Board President. Willie Bronson seconded. Motion passed. Ryan Martin Accepted.**

**Ryan Martin made a motion to nominated Willie Bronson for Fire Authority Board Vice President. Terry McDiarmid seconded. Motion passed. Willie Bronson Accepted.**

**Rose Reinertson made a motion to nominated Terry McDiarmid for Fire Authority Board Secretary/Treasurer. Willie Bronson seconded. Motion passed. Terry McDiarmid Accepted.**

**Effective now Board Members** Ryan Martin, Willie Bronson and Rose Reinertson re-elected and will remain signers on the Pleasant Hill Goshen Fire & Rescue (Fire Authority) Banner Bank Accounts ending in 1087 and 1079. Newly elected board member Terry McDiarmid will become a signer on the Pleasant Hill Goshen Fire & Rescue (Fire Authority) Banner Bank Accounts ending in 1087 and 1079.

**b. Pleasant Hill Action Items:**

i. Election of Officers

**Alan Mathews made a motion to nominated Ryan Martin for Pleasant Hill Board President. Terry McDiarmid seconded. Motion passed. Ryan Martin Accepted.**

**Alan Mathews made a motion to nominated Terry McDiarmid for Pleasant Hill Board Vice President. Darrell Shoemaker seconded. Motion passed. Terry McDiarmid Accepted.**

**Alan Mathews made a motion to nominated Mark Allen for Pleasant Hill Board Secretary/Treasurer. Darrell Shoemaker seconded. Motion passed.**

ii. Election of Fire Authority Representation

**Alan Mathews made a motion to nominate Ryan Martin and Terry McDiarmid to represent Pleasant Hill Fire District on the Fire Authority Board. Darrell Shoemaker seconded. Motion passed.**

iii. Statement of Facts approval 2019/20

**Ryan Martin made a motion to accept the Statement of Facts for FY 2019/20. Alan Mathews seconded. Motion passed unanimously.**

**c. Goshen Action Items:**

i. Election of Officers

**Rose Reinertson made a motion to nominated Willie Bronson for Goshen Board President. Dan Menk seconded. Motion passed. Willie Bronson Accepted.**

**Rose Reinertson made a motion to nominated Tom McClellan for Goshen Board Vice President. Dan Menk seconded. Motion passed. Tom McClellan Accepted.**

**Rose Reinertson made a motion to nominated Dan Menk for Goshen Board Secretary/Treasurer. Tom McClellan seconded. Motion passed. Dan Menk Accepted.**

ii. Election of Fire Authority Representation

**Dan Menk made a motion to nominate Rose Reinertson and Willie Bronson to represent Goshen Fire District on the Fire Authority Board. Tom McClellan seconded. Motion passed.**

- iii. Statement of Facts approval 2019/20  
**Rose Reinertson made a motion to accept the Statement of Facts for FY 2019/20. Tom McClellan seconded. Motion passed unanimously.**
- iv. Approval for Surplus Disposal of Used SCBA's  
**Rose Reinertson made a motion to approve the surplus disposal of used SCBAs. Tom McClellan seconded. Motion passed unanimously.**
- v. Goshen – Other (President Request)  
Willie has shared his questions relevant to the work session with Chief Smith and these questions will be addressed at the upcoming work session. He has nothing further.

**Policy Updates**

- a. No Updates

**Willie Bronson adjourned the meeting at 7:49 p.m.**

Respectfully submitted,

Sarah Hallenbeck  
Recording Secretary