

Illinois Valley Fire District

Board of Fire Commissioners - Regular Meeting Agenda

Please be aware that this meeting may be recorded - Please Silence your Telephones

March 8, 2021

1. Call to Order – President Lamb
2. Flag Salute - (Please remove hats) President Lamb
3. Roll Call
4. Review of February 8, 2021 minutes
5. Director Slavin's resignation
6. Board items not on the agenda
7. Staff Reports
 - Fire Chief Holmes:
 - Deputy Chief Gavlik:
 - Div. Chief Ismaili:
 - Div. Chief Sherman:
 - Executive Admin Paul:
8. Quarterly Drug Testing
9. New business/suggestions for next meeting Agenda
10. Monthly Media Video
11. Comments
 - Public Comment: *This is the time set for public comment. The Board of Commissioners will listen and consider all comments for future agenda items. No voting or action will be taken by the Board of Commissioners today.*
 - Board of Director Comment:
 - President Comment
12. Next scheduled BOD Meeting is April 12, 2021 at 4:00 pm. at Admin Bldg.
13. Adjournment

(The meeting location is accessible to persons with disabilities. Comments and/or Concerns must be submitted in writing. The Board reserves the right to hold an executive session at this meeting under the authority of ORS 192.660.)

Please turn off all Cell phones during this Business Meeting - Thank you

Illinois Valley Fire District Administration Office - 681 Caves Hwy. - Cave Junction - OR 97523

Illinois Valley Fire District Board of Directors

Meeting Minutes February 8, 2021

President Lamb called the meeting to order at 4pm. Flag Salute was led by President Lamb.

PRESENT: Directors Lamb, Naydol, Slavin, Bouchard, and Johnson. Fire Chief Holmes, Dep. Chief Gavlik, Div. Chief Ismaili, Div. Chief Sherman, Div. Chief Paul, Paula LeMasters

VOLUNTEERS: Noah Miller, Q Lackey

PUBLIC PRESENT: Michelle Binker

ROLL CALL: Directors Lamb, Naydol, Slavin, Bouchard, and Johnson were present.

REVIEW OF PREVIOUS MEETING MINUTES: Motion made by Director Richard Bouchard and seconded by Director Linda Naydol to approve January 11, 2021 minutes as submitted.

Roll call vote: Yes – Unanimous

STAFF REPORTS:

CHIEF HOLMES:

Chief Holmes gave a verbal report, which expanded on his written report. Chief shared his comments on the following:

- Appointed an “Alternate” Fire Defense Board Chief for Wildland Season approaching
- Appointed as EMS Group Lead – Josephine County EMS Operations Subcommittee (working together with District 3 Fire Chief Robert Horton)
- Working with Williams Fire Protection District on Wildfire Mitigation Project (coordination with ODF, GP Fire, and other county commissioners) regarding information on financial and technical assistance available to landowners for wildfire prevention, protection and general forest management. In the beginning phase with Fire Chief Rick Vetter.
- Working with Operations Chief/Fire Marshal and City of Cave Junction Public Works on the formation of a water line/hydrant to the back of the upcoming training facility.
- Meetings Attended:
 - International Association of Fire Chiefs – Virtual Symposium In The Sun (3 day conference)
 - New Fire District (Hugo area) formation County Commissioners Meetings
 - SDAO Conference Attendance
 - Cave Junction City Council/Workshops
 - Fire Defense Board Chief COVID Fire Response Task Force
 - Josephine County EMS Committee
 - Rogue Valley Fire Chiefs Association
 - Oregon Fire Chief Association
 - Cave Junction Chamber of Commerce
- The Chief is working with the City of Cave Junction concerning the installation of a fire hydrant at the back of Station 1.

NEW BUSINESS:

- Chief Holmes shared that the Board could support IVFD by completing the mandatory safety and regulatory training. It is requested that each board member complete the online trainings by the end of March 2021.

VIDEO: Was an excellent review of January 2021.

PUBLIC COMMENT: The Chief shared his impressions of the SDAO Conference and that it was well presented and well worth the time.

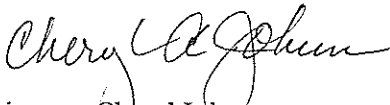
BOARD COMMENT: Director Johnson shared her positive experience at the SDAO Conference and encouraged fellow board members to view the recorded sessions while they are still available.

PRESIDENT COMMENT: Director Jerry Lamb shared that he appreciates the good work that everyone is doing. He also thanked Director Slavin for staying on until the election. He also asked about how the new meeting time was working for everyone and got a “thumbs up” from staff and board members.

The next regularly scheduled BOD meeting will be Monday, March 8, 2021 at 4:00 p.m. at the Administration building, 681 Caves Hwy., Cave Junction, OR.

This meeting adjourned at 4:29pm.

Respectfully submitted,



Director Cheryl Johnson
Board Secretary

02.08.2021

Fire Chief Report

- New Items:
 - I have been appointed an “Alternate” Fire Defense Board Chief for Wildland Season approaching
 - I have been appointed as EMS Group Lead – Josephine County EMS Operations Subcommittee (working together with District 3 Fire Chief Robert Horton)
 - Working with Williams Fire Protection District on Wildfire Mitigation Project (coordination with ODF, GP Fire, and other county commissioners regarding information on financial and technical assistance available to landowners for wildfire prevention, protection and general forest management. In the beginning phase with Fire Chief Rick Vetter.
 - Working with Operations Chief/Fire Marshal and City of Cave Junction Public Works on the formation of a water line/hydrant to the back of the upcoming training facility.

- Meetings Attended:
 - International Association Of Fire Chiefs – Virtual Symposium In The Sun (3 day conference)
 - The Changing World, Fire Protection and Your Role – National Fire Sprinkler Association
 - Lessons Learned: Life on A Dirt Road Farm – National Fire Academy
 - Fire Research Applications for Your Department – UL Firefighter Safety Research Institute
 - Purpose of Mission: A Look Back in 2020 While Looking to a Vision Forward – Gary Ludwig/ Champaign Fire Department
 - Flawed Situational Awareness Lightning Rounds – Gassaway Safety Solutions
 - A Proven “How To” Approach to Recruiting and Retaining Volunteers – Pat Lynch, PhD
 - Why? – Tom Kuntz / Red Lodge Fire Rescue
 - Concepts of Leadership in Fire Department Operations – Darryl Jones / Pittsburgh Bureau of Fire
 - Marketing your Fire Department by Sharing Your Cause – Vickie Pritchett / National Fire Sprinkler Association
 - One Belief Away! How To Get What You Want & Be Happy – Tim Shurr
 - New Fire District (Hugo area) formation County Commissioners Meetings
 - SDAO Conference Attendance

- Cave Junction City Council/Workshops
- Fire Defense Board Chief COVID Fire Response Task Force
- Josephine County EMS Committee
- Rogue Valley Fire Chiefs Association
- Oregon Fire Chief Association
- Cave Junction Chamber of Commerce



February Schedule 2021



Date	Training	Location	Instructor
2/2/2021	Association Meeting	Zoom	President
	Congestive Heart Failure	Zoom	Gavlik
2/9/2021	Incident Command	Zoom	Kamron
2/16/2021	First Due Fire Evolutions	Zoom	Gavlik
2/23/2021	Search & Rescue	Zoom	Goo

Note:

“**Congestive Heart Failure**” will be our monthly medical continuing education for recertification; “**Incident Command**” will be for honning your knowledge and ability to direct an incident; “**First Due Fire Evolutions**” will be for practicing efficiency in performing an initial attck with first arriving resources; “**Search & Rescue**” will be for practicing effective techniques to performing a building search and victim rescue.





Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.ivfire.com

February 02, 2021

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District


Board Members:

Krauss, Barbara of 1209 SE Harvey Dr in Grants Pass OR 97526 owner of the property on Illinois River Rd., Map 38-08-10 TL 102, would like to annex their property into the Fire District.

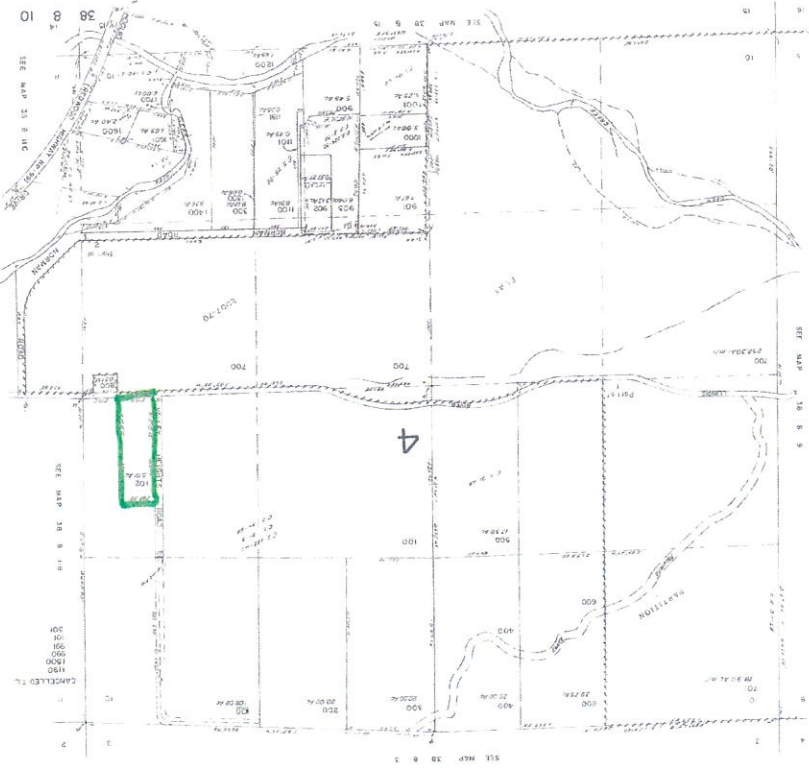
They will provide adequate driveway access or a signed non-compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached.


Kamron Ismaili
Division Chief
Operations / Prevention
Illinois Valley Fire District

Printed by: 10/20/21 11:00 AM



This map was prepared for assessment purposes only

SECTION 10 T38S R9W W.M.
JOSEPHINE COUNTY

BOOK 18

38 8 10



Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.lvfire.com

January 20, 2021

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District


Board Members:

Davidson Rev Liv Trust, Geraldine F Davidson, Geraldine F Trustee of 4199 Takima Rd, Cave Junction, OR 97523, owner of the property at 4619 Takima Rd, Map 40-08-22 TL 1906, would like to annex an additional five acres of their property into the Fire District.

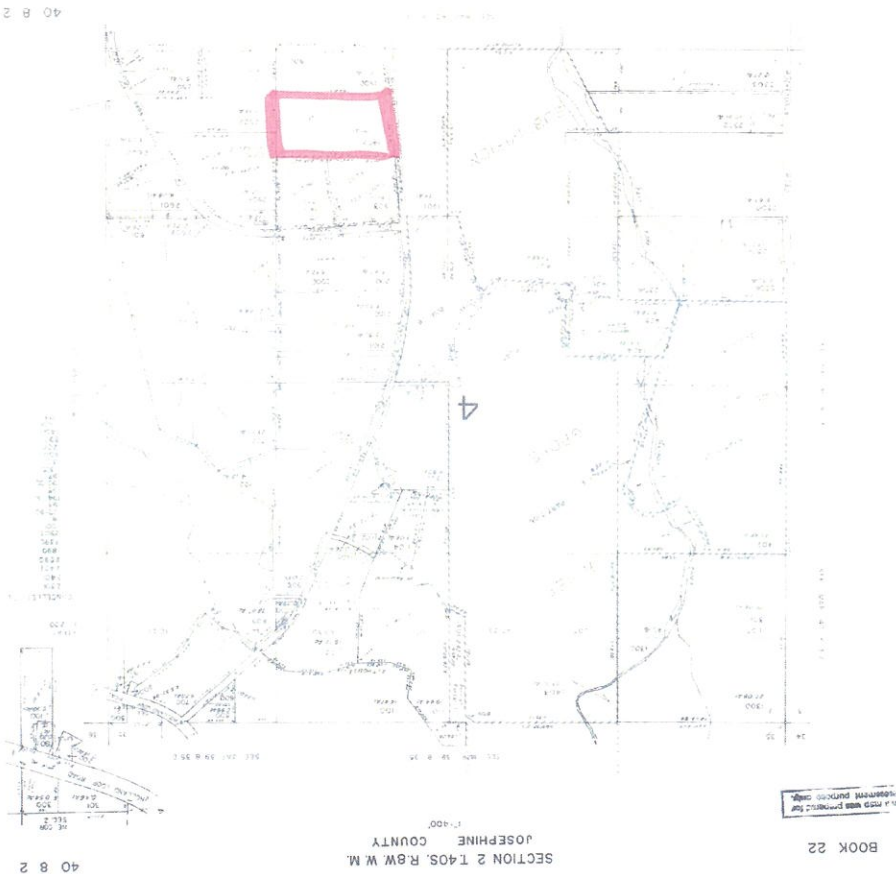
They will provide adequate driveway access or a signed non-compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached!


Kamron Ismaili
Division Chief
Operations / Prevention
Illinois Valley Fire District

PROPERTY SERVICES DIVISION/JANUARY 2021





Illinois Valley Fire District

681 Caves Highway
Cave Junction, OR 97523
phone: 541-592-2225 • fax: 541-592-6122
www.lvfire.com

January 07, 2021

Board of Directors
Illinois Valley Fire District

RE: Annexation of property into Fire District


Board Members:

Dahmoki, Ender of PO Box 61 in Selma, OR 97538, owner of the property 962 Indian Creek Rd., Map 37-07-31 TL 205, would like to annex an additional 1.33 acres of their property into the Fire District.

They will provide adequate driveway access or a signed non-compliance letter, thus adhering to the rules of the Oregon Fire Code and the Illinois Valley Fire District.

It is in the best interest of the Fire District that we annex the property.

See map attached


Kamron Ismaili
Division Chief
Operations / Prevention
Illinois Valley Fire District





Maintenance Report January 2021

8941 Water Tender: Force Regen

8931 Rescue Truck: Rewire emergency lights on the box, replace two emergency lights on the box, and replace 2-relays.

8901 Engine: Replace headlights with LED's and repair two air leaks on the supply tank.

8961 Brush Truck: Replace rear brake pads, Service and safety inspection.

8954 Command SUV: Service and safety inspection.

Replace bay door opener for AMR.

Admin: Install map rails in the board and conference rooms.

Station 1: Adjust chamber door on air cascade unit.

Tuesday, January 12, 2021

IV Fire Department
681 Caves Hwy
Cave Junction, OR 97523

To IV Fire Board of Directors, Chief Holmes and Staff.

After careful consideration, I have decided to not run for election to position # 3 on the Fire Board. My short tenure on the board has been an education and a half, and I have nothing but the highest praise for our Fire District and those who manage it, maintain it, and work their butts off to make it all happen. My reasons for not pursuing the position have absolutely nothing to do with the IVFD or anyone associated with it, you are all great people and an awesome team. Thank you for allowing me to share some of your experience!

My intent is to stay on until my term runs out, however, if resigning earlier would help in a transition to a new board member in that new applicants could be interviewed, that would be fine with me. Just let me know.

Thank You!



Vaughn Slavin

541-592-2390

PO Box 2378

Cave Junction, OR 97523

	<u>Jul 1, '20 - Feb 3, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4010-00 · Current Taxes	1,200,200.90	1,188,537.00	11,663.90	100.98%
4020-00 · Prior Taxes	45,145.80	35,000.00	10,145.80	128.99%
4030-00 · Other Tax Offsets	15,272.70	0.00	15,272.70	100.0%
4630-00 · INTEREST INCOME				
Total 4630-00 · INTEREST INCOME	10,192.79	300.00	9,892.79	3,397.6%
4710-00 · Miscellaneous				
Total 4710-00 · Miscellaneous	371,935.76	168,638.22	203,297.54	220.55%
4713-00 · Grant Income	2,500.00	0.00	2,500.00	100.0%
Total Income	1,645,247.95	1,392,475.22	252,772.73	118.15%
Gross Profit	1,645,247.95	1,392,475.22	252,772.73	118.15%
Expense				
5000-00 · Personal Services				
Total 5000-00 · Personal Services	837,347.18	1,283,151.00	-445,803.82	65.26%
6000-02 · Materials & Services				
Total 6000-02 · Materials & Services	230,056.85	537,092.35	-307,035.50	42.83%
7000-03 · Capital Outlay				
Total 7000-03 · Capital Outlay	146,243.28	149,258.22	-3,014.94	97.98%
7950-03 · Contingency Fund	0.00	20,000.00	-20,000.00	0.0%
8000-04 · Debt Service/Lease Purchase Agr				
Total 8000-04 · Debt Service/Lease Purchase Agr	52,995.94	61,674.00	-8,678.06	85.93%
8900-01 · Transfer out of General Fund	0.00	5,000.00	-5,000.00	0.0%
Total Expense	1,266,643.25	2,056,175.57	-789,532.32	61.6%
Other Income				
BOND INDEBTEDNESS				
4632-01 · Int Dist	54.05	0.00	54.05	100.0%
4632-03 · Unseg Int	1,187.56	0.00	1,187.56	100.0%
Total BOND INDEBTEDNESS	1,241.61	0.00	1,241.61	100.0%
4040-00 · Levy Funds				
4040-20 · Levy Funds (2012) - Prior Year	3,348.52	0.00	3,348.52	100.0%
4040-30 · Levy Funds (2017)- Current Year	323,522.25	317,773.00	5,749.25	101.81%
4040-40 · Levy Funds (2017) - Prior Year	3,275.23	0.00	3,275.23	100.0%
Total 4040-00 · Levy Funds	330,146.00	317,773.00	12,373.00	103.89%
9000-10 · Bond Taxes - Prior	7,642.31	0.00	7,642.31	100.0%
9000-11 · Bond Taxes	131,301.29	0.00	131,301.29	100.0%
Total Other Income	470,331.21	317,773.00	152,558.21	148.01%
Other Expense				
BOND INDEBTEDNESS FUND				
9001-01 · Bond Principal	160,000.00	160,000.00	0.00	100.0%
9001-02 · Bond Interest	15,039.61	21,090.00	-6,050.39	71.31%
Total BOND INDEBTEDNESS FUND	175,039.61	181,090.00	-6,050.39	96.66%
Total Other Expense	175,039.61	181,090.00	-6,050.39	96.66%
	295,291.60	136,683.00	158,608.60	216.04%
	673,896.30	-527,017.35	1,200,913.65	-127.87%

**BEFORE THE BOARD OF DIRECTORS
STATE OF OREGON, COUNTY OF JOSEPHINE
ILLINOIS VALLEY RURAL FIRE PROTECTION DISTRICT**

RESOLUTION NO. 21-03

2020-2021 SUPPLEMENTAL BUDGET

WHEREAS, Oregon Revised Statute 294.471 allows for a supplemental budget when an unforeseen situation occurs that requires a change in financial planning, and

WHEREAS, the unanticipated receipt of \$305,947.83, from OSFM, ODF, and FS for Slater Fire conflagration, meets the requirements established by ORS 294.471, and

WHEREAS, providing this contractual service was unplanned and unforeseen; and

WHEREAS, Illinois Valley Rural Fire Protection District intends to expend some or all the funds made available as a result of the above noted receipt,

Be it RESOLVED, therefore, that the Illinois Valley Rural Fire Protection District supplements the 2020-2021 budget as follows:

Resources: Oregon State Fire Marshal – \$119,958.53
Oregon Dept. Forestry – \$83,839.30
Forest Service – \$102,150.00

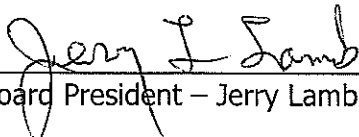
Be it further RESOLVED that the following changes are made to the 2020-2021 appropriations:

	Amount:
Personal Services	\$105,947.83
Materials and Services	\$100,000.00
Capital Outlay	\$100,000.00

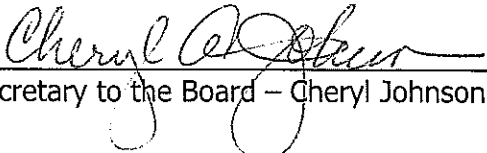
Total Appropriations \$305,947.83

NOW, THEREFORE, Be it resolved that the Board of Directors of the Illinois Valley Rural Fire Protection District authorizes the acceptance of said Contractual funds - in the sum of \$305,947.83 - and to increase said 2020-2021 Budget by same, specifically funding as noted above.

ADOPTED and **Attested** by the Board of Directors of the Illinois Valley Rural Fire Protection District on this 8th day of February, 2021.



Board President – Jerry Lamb



Secretary to the Board – Cheryl Johnson