

Illinois Valley Fire District
Board of Director - Regular Meeting Agenda
This meeting may be recorded

September 9, 2024

1. Call meeting to order (silence phones)
2. Flag Salute (remove hats)
3. Roll Call
4. Review of August 12, 2024 minutes
5. Richard Brewster – Annual Audit Report (Teams) 4:15
6. Staff Reports
 - Fire Chief Holmes
 - Asst. Chief Ismaili (vacation)
 - Div. Chief Gavlik
 - Div. Chief Sherman
7. New Business:
 - OFDDA conference (November 7-9) – Director Johnson
 - Hydrant Grant Administrator: Teresa Stover
 - Ethan Lane – City of Cave Junction Liaison
 - Date of October and November Meetings due to IVFD being closed
8. Old Business:
 - Open Board position appointment
9. Comments:
 - Public Comment *(This is the time set for public comment. The Board of Directors will listen and consider all comments for future agenda items. In accordance with HB2560, Public Participation in Electronic Meetings, Facebook Live viewers are invited to submit comments or questions via Facebook and they will be addressed at this time. No voting or action will be taken by the Board of Directors today.)*
 - Board Comment
10. Next scheduled BOD Meeting – To Be Determined
11. 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

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

Illinois Valley Fire District Board of Directors Meeting Minutes September 9, 2024

President Bouchard called the meeting to order at 4pm and led the flag salute.

PRESENT: Chief Holmes, Div. Chief Gavlik, Div. Chief Sherman, Div. Chief Paul, FF LeMasters, Paula LeMasters, Josh Kasprzak

GUESTS: Skip Tyler, Heidi Hertler, Teresa Stover, Stacey Grabarz

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

REVIEW OF PREVIOUS MEETING MINUTES: Motion made by Director Binker to accept the August 12, 2024 minutes as presented; and seconded by Director Lamb. All in favor, motion passed unanimously.

STAFF REPORTS

CHIEF HOLMES:

- **New Items:**

- I received a letter (see attached) in regards to the outstanding performance that Lt. Pfeiffer and FF LeMasters portrayed on TF-37, Microwave/Monkey creek Fire in July of 2024. I am very proud of these two gentlemen.
- Tom McCauley saved the district a substantial amount on fixing 8902. He deserves a round of applause. He went above and beyond for this issue, and we are very proud of him.
- Volunteer Firefighter Elizabeth Dunlap was field promoted this last month and given her Firefighter badge, yellow helmet, and Firefighter helmet shield, and challenge coin. Congratulations for tasking out with the fire district and passing the required assessments.
- Paula received correspondence in regards to a happy citizen - Betty Barnes of 23640 Redwood Hwy says "Thank you for all the hard work IVFD did on the 08/16/2024 Redwood Hwy Structure Fire"
- While 8907 (FF Marler and FF Kasprzak) received a kudos for a Code Save during the Roseburg Forest Products four alarm fire. 8907 was assigned as part of the Structural Strike Team that responded to Medford, and while they were in staging for the fire, were dispatched to a CPR call with Medford Fire Squad, and did an outstanding job. Very proud of the crews that we are sending out and they all continue to uphold the professionalism that we all adhere to. Awesome job!!
- IVFD made it to the SDAO Member News for the weekly update of 08.27.2024(see attached), for our Safety Tips as Kids Head Back to School on KAJO. I try and change things around on the social media platform.
- The Del Norte Fire Training Consortium is hosting an EMT course, starting in Oct, and ending in January. I have an email out to the new volunteers, requesting a letter of intent to be enrolled in the course, through IVFD. We are currently looking to send a few students, and will report back to the board with the process.
- IVFD will be hosting an Open House on Oct 5th in the morning. Time and menu to be determined, but save the date.

- **Fire Defense Board Items:**

- I am completing my FDBC Week, Sept 2-8.

- **OSFM – Red Team:**

- Red Team responded to the Copperfield Fire in Klamath County. I was the FDBC, and other appointments, that I was not able to respond.

- **Training:**
 - Fuel Gas Systems and Appliances Investigations
 - Multi-Casualty Incidents (MCI)
 - The Accreditation Process and Benefits
- **New Meetings Attended:**
 - I was invited to be a part of the Williams Fire District Fire Chief Interview Panel for the second time. I was able to attend and give feedback for the new Fire Chief. A candidate was offered the position, and awaiting background checks.
 - I was able to attend in person, the Rotary Club, with the invitation from Director Binker. I have been trying to attend for the last two years, and will be submitting my application for acceptance soon.
- **On-going and Informative Meetings:**
 - Attending the Josephine County Commissioner's Weekly Meetings (Online)
 - Attended the International Association of Arson Investigators Monthly meeting (Online)
 - Attended the Williams Fire District Board of Directors Meeting and Special Meetings (Online)
 - Attended the Cave Junction City Council Meeting (Online)
 - Attended the Applegate Fire District BOD Meeting (Online)
 - Attended the weekly State Fire Defense Board Weekly Meetings (Phone)
 - Attended the IVFROG meeting (In-Person)
 - Attended the Harbor Fire District BOD Meeting (Online)
 - Attended the CJ Chamber of Commerce Meeting (Online)

ASST. CHIEF ISMAILI: (on vacation, written report provided)

- For the month of August, we had a total of 120 calls: 17 good intent/no incident calls; 12 service/public assist calls, 2 false alarms, 6 hazardous condition calls, 42 medical calls, 4 illegal open burn/smoke investigation calls, 1 cooking fire, 1 trash fire, 10 grass fires, 2 large vehicle fires, 1 structure fire, 11 motor vehicle accidents with no civilian fatalities and no firefighter injuries. Assisted on 11 calls with our mutual aid partners.
- Installed 2 smoke alarms in valley residences.
- Completed 30 fire and life safety inspections.
- Station 5: A contract is still under review with the Grange attorney's office. We still have a contract with the county, which includes a paved driveway, which has been waived.

AUDIT REPORT: Rick Brewster from Richard W. Brewster, CPA, PC gave the annual audit report (via video conference) for FY23-24. He reviewed the report with the board. His findings were that all financial records are in order and no issues to report. We get a "clean bill of health" from the auditor. The district is doing a great job of managing our budget and stayed within our budget.

Motion made by Director Cheryl Johnson to accept the audit report as submitted for FY23-24 and seconded by Director Binker. All in favor, motion passed.

DIV. CHIEF GAVLIK:

- Making progress on the 2nd floor stairs. The floor between is cut and stairs to be installed soon.
- New RITA Fire Academy Coordinator, possibly hosting some classes at IVFD.
- Rope rescue training drill with Rural Metro on Saturday, 10/12. Hope to offer a certified Rope Rescue class in the future.
- Explorers worked hard at the Labor Day Festival – breakfast all three days, Fire Safety House, and park clean up and bathroom restocking. Lots of positive comments.
- Training this month includes: Delirium Tremens/Pain Management, Incident Command/Scene Size Up, Forcible Entry, and Handling Difficult People/Situations.

DIV. CHIEF SHERMAN:

- Logistics, vehicle and station maintenance report was provided in the board packet.
- LED lights are being installed in all stations.

ADMINISTRATOR PAUL: no report, financials provided.

NEW BUSINESS:

- Director Johnson shared that registration was now open for the OFDDA Fire Service Conference in Sunriver, OR, November 7-9.

Motion made by Director Johnson to approve the costs for registration fees, travel expenses, and hotel for any director attending, seconded by Director Lamb. All in favor, motion passed unanimously.

- Teresa Stover, Hydrant Grant Administrator provided a verbal and written report with an update to the project. The agreement with Stover Writing Services for grant and project administration is currently being revised to conform with state procurement requirements. Utility Permit Cultural Resource Review Notification to three tribal nations is going out this week. An upcoming RFP for design engineering services has passed review by Business Oregon; and is out for legal review. The estimated publish date of the RFP is 9/17/24. The project budget has been refined with Business Oregon.
- Ethan Lane – City of Cave Junction: Not in attendance, no report provided
- The October, November and December board meetings need to be moved due to federal holidays or Chief's absence on our regular board meeting date for the next three months. By agreement of the board, the October board meeting will be held on Monday, October 7, and Monday November 4 and Monday, December 16. Additionally, Friday, December 13 at 5pm will be the Awards Ceremony and Retirement Celebration.

OLD BUSINESS

- The board welcomed two individuals interested in being appointed as a new board member to fill our board vacancy. The applicants attending were invited to speak:
 - Stacey Grabarz – prior firefighter/EMT for IVFD and Valley Ambulance. Has the time available to volunteer. Has experience with boards from HOA.
 - Skip Tyler had presented at the August board meeting and did not have anything additional.

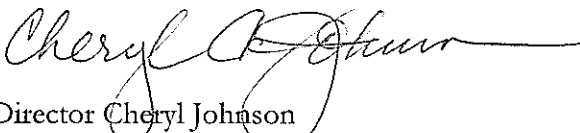
Director Michelle Binker made a motion to appoint Skip Tyler to the board. Seconded by Director Jerry Lamb. All in favor, motion passed.

PUBLIC COMMENT: (none)**BOARD COMMENT:**

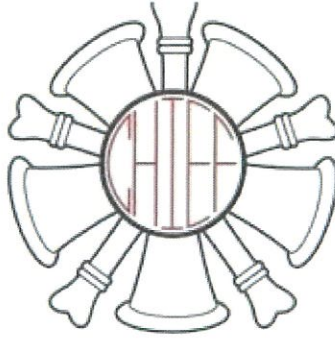
- Director Johnson thanked all of the IVFD volunteers, Explorers, and staff that worked the Labor Day Festival breakfast, and also at the booth for all three days of the Festival.
- Director Bouchard appreciated the community thanks for IVFD at the Labor Day Festival. Firefighters – be safe and be wise.

The next regularly scheduled BOD meeting will be Monday, October 7, 2024 at 4 pm at the Administration building, 681 Caves Hwy., Cave Junction, OR. This meeting adjourned at 4:53 pm.

Respectfully submitted,



Director Cheryl Johnson
Board Secretary



Fire Chief Report

09.09.2024

- **New Items:**

- *I received a letter (see attached) in regards to the outstanding performance that Lt. Pfeiffer and FF LeMasters portrayed on TF-37, Microwave/Monkey creek Fire in July of 2024. I am very proud of these two gentlemen.*
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 - *Multi-Casualty Incidents (MCI)*
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TJ Lockwood
Battalion Chief
Jackson County Fire District 3
Kip Gray
Battalion Chief
Medford Fire Department

John Holmes
Fire Chief
Illinois Valley Fire District
681 Caves Hwy
Caves Junction, OR 97523

Dear Chief Holmes:

We would like to highlight and acknowledge the outstanding efforts of two of your employees. As you are aware, Brian Pfeiffer and Collin LeMasters were deployed on WT8942 as part of Task Force 37. From the onset of the deployment, we were met with unwavering positive attitudes and commendable efforts regardless of the task or assignment. The crew was instrumental in our success, defending an advancing, wind driven fire front, protecting multiple structures. This was accomplished through total crew resource management, leadership at all levels, LCES and PACE planning implemented by all, follow-through and excellent communication.

The above actions were consistent in times less demanding or assignments less appealing. This crew understood that all assignments were necessary and carried them out to ensure a lasting impression was left on the community. This crew served well on behalf of your agency, themselves, Task Force 37 and the office of The Oregon State Fire Marshal.

We felt compelled to express our thoughts and gratitude for the crew's performance, effort, and attitude.

Respectfully,

TJ Lockwood

Kip Gray

**TASK FORCE 37
JULY 2024**

Oregon Latinos in Local Government 2024 Fall Conference

Location: Metro Council Chambers

Date: September 20

Time: 9am-4pm

[Learn more!](#)

BOLI

Visit the [BOLI website](#) for information about upcoming trainings.

[Click here for BOLI seminar information](#)

[Click here for BOLI seminar registration information.](#)

Have an event coming up? Share it with SDAO members. Email event information to [SDAO Member Services](#).



August 21st - August 27th

At-Large

[The biggest small library](#)

GO! Eastern Oregonian | 08/27/2024

[New code required for LTD bus pass app starting fall term](#)

University of Oregon | 08/26/2024

Fire Districts

[Illinois Valley Fire District Sharing Safety Tips as Kids Head Back to School](#)

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| Home (https://www.kajo.com/index.php) | News & Weather (https://www.kajo.com/news) | Contests () | Events & Features () | Special Programming () |
| Announcers () | About Us () |  (https://play.google.com/store/apps/details?id=com.airkast.tunekast1838_168) | | |
|  (https://apps.apple.com/us/app/kajo/id1438468092) | | | | |



Local News

Illinois Valley Fire District Sharing Safety Tips as Kids Head Back to School

As local children return to school this week, emergency first responders say safety on the road becomes more important than ever.

The Illinois Valley Fire District is sharing some tips to help keep everyone safe.

Watch for school buses. Slow down and stop when the bus lights are flashing.

Yield to pedestrians. Kids can be unpredictable. Keep an eye out at crosswalks and in school

zones.

Avoid distractions. Stay focused on the road, with no texting or multitasking behind the wheel.

Plan your route. Expect more traffic during school hours. Give yourself extra time to avoid rushing around.

IVFD officials said together, we can make this school year safe for everyone.

Posted on 8/27/24 6:38AM by Sam Marsh

[Go back](#)

Illinois Valley Fire Protection District

Board of Directors Meeting Operations/Prevention Notes 09/09/2024

The shift schedules are attached.

For May, we ran a total of 120 calls.

We had 17 Good intent calls. These are; no incidents found, canceled en-route, smoke investigation, & legal open burns.

We had 12 Service Calls. Public Assists, Lift assists, Gas leaks, etc.

We had 2 False alarms.

We had 6 hazardous condition calls. Powerline problems, fuel leaks, gas leaks, etc.

We had 42 medical calls.

We had 4 illegal open burns/calls. Most of these calls are transient-related. We issued warnings and citations.

We had 1 cooking fire. The fire on Schumacher Street was unintentional. This was a discarded seat cushion left on the stove.

We had 1 trash fire. The fire on Redwood Hwy was intentional. The transient jumped inside a dumpster, set the contents on fire, and after he jumped out he pushed it under the eaves. Deputies from the Sheriff's office have arrested him and taken him into custody.

We had 10 Grass Fire.

The fire at Old Stage Park was undetermined. The fire originated in the transient encampments. The 3 succeeding fires at Old Stage Park were rekindled fires.

The 2 roadside fires on Redwood Hwy were undetermined. These were more than likely vehicle emissions.

The fire at the Forks Park was intentional. The fire was set by teenagers who subsequently extinguished it and ran off.

The fire on the Redwood Hwy at the propane tank farm was undetermined. This was a transient encampment that caught on fire and spread to the wildland.

The fire on Patton Bar Road was unintentional. The cause of the fire was broken electrical wiring.

The fire on Westside Road was unintentional. The cause of the fire was electrical wiring at the pump house.

We had 2 large vehicle fires. The fire on Thompson Creek Road was undetermined at the scene. The state fire marshal's office is investigating. The fire on Hussey Avenue was unintentional. This was an electrically-caused fire behind a stove inside the trailer.

We had 1 structure fire. The fire on Redwood Hwy and Kerby was undetermined. This was a Conex container that was being used as a storage unit. The container was unsecured and anyone had access. The fire spread to the wildland and to adjoining properties. The second alarm fire was assisted by ODF, Forest Service, Rural Metro fire, and Grants Pass fire. The fire was contained at 2 acres.

We had 11 Motor Vehicle Accidents with **NO** civilian fatalities and **NO** firefighter injuries.

We assisted our partners with 11 mutual aid calls.

We installed 2 smoke alarms in Valley residences.

We completed 30 fire and life safety inspections.

Station 5 location. The contract with the Grange is still at their attorney's office. The contract with the county is still in place and the pavement obligation has been waived

Do you have any questions?

September 2024

September 2024

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October 2024

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| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
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| 15 <div>8952</div> <div>B 1 LeMasters Off</div> <div>B Meyer</div> <div>B SC Marler</div> | 16 <div>8952</div> <div>C 81 Goo</div> <div>C Vetter</div> <div>D Norton</div> | 17 <div>8952</div> <div>C 81 Goo</div> <div>C Vetter</div> <div>D Harrison</div> <div>N Jarrett</div> | 18 <div>8953</div> <div>A 82 Pfeiffer</div> <div>A Marler</div> | 19 <div>8953</div> <div>A 82 Pfeiffer</div> <div>A Marler</div> | 20 <div>8954</div> <div>B 1 LeMasters Off</div> <div>B Meyer</div> <div>B SC 82 Pfeiffer</div> <div>D Hartman</div> <div>N Gavlik M</div> | 21 <div>8952</div> <div>B 1 LeMasters Off</div> <div>B Meyer</div> <div>B SC Marler</div> <div>D Mars</div> |
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September 2024

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October 2024

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| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
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| 22 Brown Kasprzak | 23 Dunlap Kasprzak | 24 Dunlap Kasprzak | 25 Browman Brown | 26 Browman Brown | 27 Browman Brown | 28 Browman Dunlap |
| 29 Dunlap Kasprzak | 30 Browman Kasprzak | Oct 1 | 2 | 3 | 4 | 5 |



Illinois Valley Rural Fire Protection District

Division Chief / Training Report

September 9, 2024

**ILLINOIS VALLEY
FIRE
DISTRICT**

The progress of the second-floor interior staircase is moving forward. The hole in the floor between the two containers is cut and the welder will be out this week to hopefully install the staircase into place.

RITA has a new Fire Academy Coordinator and we are discussing the possibility of hosting some of the academy classes at our facility. More to follow as everything gets figured out.

We will be having a rope rescue training drill next month with Rural Metro Fire on Saturday, October 12th. This will be a basic rope rescue class with the hope of offering a certified Rope Rescue class in the near future.

The Explorers did a great job at the Labor Day Festival with running the Fire Safety House and helping the Lions Club with the park needs. They received a lot of compliments from the community on their work performed.

Training for this month will cover areas of Delirium Tremens & Pain Management, Incident Command & Scene Size Up, Forcible Entry, and Handling Difficult People & Situations.

Respectfully Submitted by Jeff Gavlik, Division Chief



September Schedule 2024



| Date | Training | Location | Instructor |
|-----------|---|----------|------------|
| 9/3/2024 | Association Meeting | Admin | President |
| | Delirium Tremens (DTs) & Pain Management | Admin | Gavlik |
| 9/10/2024 | Incident Command & Scene Size Up | Sta. 1 | Goo |
| 9/17/2024 | Forcible Entry | Sta. 1 | Vetter |
| 9/24/2024 | Handling Difficult People & Situations | Sta. 1 | Ismaili |

Note:

“Delirium Tremens & Pain Management” will be our monthly medical continuing education for recertification; **“Incident Command & Scene Size Up”** will be for practicing your abilities to manage an escalating incident; **“Forcible Entry”** will be for practicing your force entry skills with various tools; **“Handling Difficult People & Situations”** will be for practicing your ability to deal with various situations with difficult people.





Maintenance Report August 2024

8951 Command SUV: Service and safety inspection, clean intake manifold, and install tablet mount.

8945 Water Tender: Replace a/c compressor, a/c compressor lines, dryer, charge a/c system, reset back-up camera, and replace front tires.

8902 Engine: Replace air relief valve on SCBA pack, replace steering box (under warranty), replace kingpins, and tie rod ends.

8971 Air Truck: Service engine and transmission, and safety inspection.

8978 Staff SUV: Replace driver's seat control switch.

8943 Water Tender: Install drivers side work light, flush coolant system, replace thermostats, replace airline for front spray bar, and low pressure air valve.

8901 Engine: Replace front tires lower coolant hose, replace foam supply hose, and replace 4 strobe lights with LED lights.

8931 Rescue Truck: Replace CCV filter.

LED district lighting project complete.

Station 2: Refasten men's room sink.

Station 4: Shop maintenance.

Illinois Valley RFPD

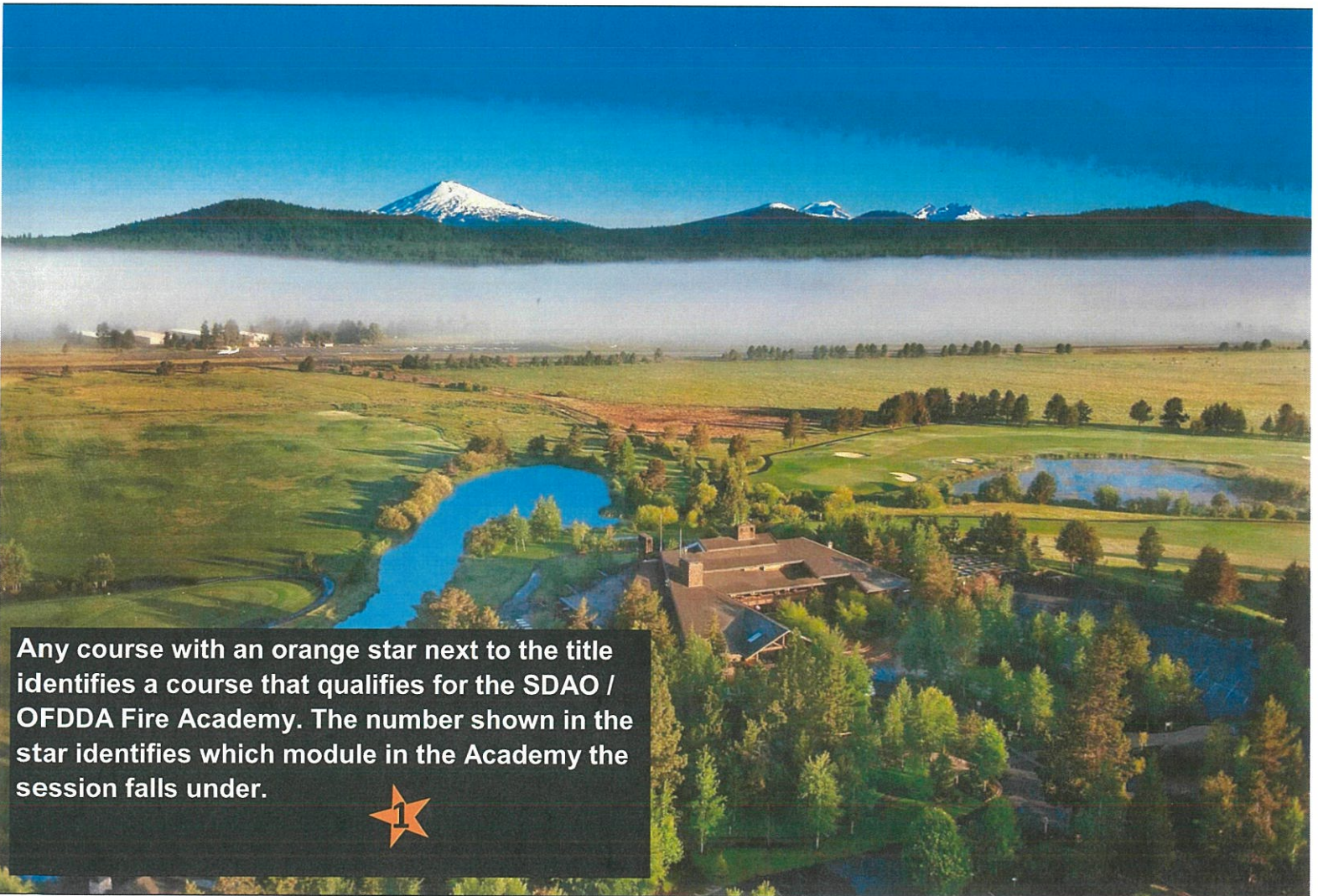
Profit & Loss Budget vs. Actual

July 1 through August 26, 2024

| | Jul 1 - Aug 26, 24 | Budget | \$ Over Budget | % of Budget |
|---|--------------------|----------------------|----------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4010-00 · Current Taxes | 9,437.13 | 1,551,950.00 | -1,542,512.87 | 0.61% |
| 4020-00 · Prior Taxes | 7,957.36 | 18,000.00 | -10,042.64 | 44.21% |
| 4030-00 · Other Tax Offsets | 3,737.49 | 0.00 | 3,737.49 | 100.0% |
| 4630-00 · INTEREST INCOME | | | | |
| Total 4630-00 · INTEREST INCOME | 8,347.89 | 20,000.00 | -11,652.11 | 41.74% |
| 4710-00 · Miscellaneous | | | | |
| Total 4710-00 · Miscellaneous | 95,318.64 | 1,637,272.00 | -1,541,953.36 | 5.82% |
| 4712-00 · Explorers Savings | 1,313.30 | 0.00 | 1,313.30 | 100.0% |
| 4850-00 · Proceeds, Sale of Fixed Assets | 0.00 | 100,000.00 | -100,000.00 | 0.0% |
| Total Income | 126,111.81 | 3,327,222.00 | -3,201,110.19 | 3.79% |
| Gross Profit | 126,111.81 | 3,327,222.00 | -3,201,110.19 | 3.79% |
| Expense | | | | |
| 5000-00 · Personal Services | | | | |
| Total 5000-00 · Personal Services | 349,225.38 | 1,952,007.00 | -1,602,781.62 | 17.89% |
| 6000-02 · Materials & Services | | | | |
| Total 6000-02 · Materials & Services | 60,105.76 | 661,900.00 | -601,794.24 | 9.08% |
| 7000-03 · Capital Outlay | | | | |
| Total 7000-03 · Capital Outlay | 0.00 | 1,812,603.00 | -1,812,603.00 | 0.0% |
| Total Expense | 409,331.14 | 4,426,510.00 | -4,017,178.86 | 9.25% |
| Net Ordinary Income | -283,219.33 | -1,099,288.00 | 816,068.67 | 25.76% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| 4040-00 · Levy Funds | | | | |
| 4040-50 · Levy Funds (2022)- current year | 2,944.72 | 414,953.00 | -412,008.28 | 0.71% |
| 4040-60 · Levy Funds (2022)-Prior Year | 1,702.93 | 0.00 | 1,702.93 | 100.0% |
| Total 4040-00 · Levy Funds | 4,647.65 | 414,953.00 | -410,305.35 | 1.12% |
| 9000-10 · Bond Taxes - Prior | 721.36 | 0.00 | 721.36 | 100.0% |
| Total Other Income | 5,369.01 | 414,953.00 | -409,583.99 | 1.29% |
| Net Other Income | 5,369.01 | 414,953.00 | -409,583.99 | 1.29% |
| | -277,850.32 | -684,335.00 | 406,484.68 | 40.6% |

2024 Oregon Fire Service Conference

Igniting the Power of Us Big or Small – Opportunities for All



Any course with an orange star next to the title identifies a course that qualifies for the SDAO / OFDDA Fire Academy. The number shown in the star identifies which module in the Academy the session falls under.



Hosted by Oregon Fire District Directors Association
November 7-9 • Sunriver, Oregon
Sunriver Resort - 17600 Center Dr.



2024 Oregon Fire Service Conference Schedule

(Subject to Change)

THURSDAY, NOVEMBER 7

7:00 a.m.

Registration Desk Open

7:00 a.m.

Continental Breakfast

8:15 a.m.

Opening Ceremonies/Memorial

9:00 a.m.

Keynote Address: Oregon State Representative
Charlie Conrad

9:45 a.m.

Break

10:00 a.m.

CONCURRENT SESSIONS:

Ethics and Board Policy **1**

How to Prepare for an OSHA Inspection

11:30 a.m.

**OFDDA Business Meeting, Awards Ceremony,
& Budget Workshop**

12:30 p.m.

LUNCH & Vendor/Sponsor Introductions

1:30 p.m.

CONCURRENT SESSIONS

How to Promote Your District Through Social
Media

Contingency Plans: Disaster Preparedness and
Succession Planning **4**

3:00 p.m.

Break

3:15 p.m.

CONCURRENT SESSIONS:

OSHA Rules and Discussion

Attorney Panel

*JOIN US from 5:00-7:00 pm in the for
Vendor/Sponsor Appreciation Night including
**BLACK JACK, WILD WEST CARNIVAL GAMES,
AND LIVE AUCTION!!***

FAMILY FRIENDLY EVENT—All are Welcome!
Light hors d'oeuvres and cash bar available (soda, beer, wine).



2024 Oregon Fire Service Conference Schedule

(Subject to Change)

FRIDAY, NOVEMBER 8

7:00 a.m. Registration Desk Open

7:00 a.m. Continental Breakfast

8:15 a.m. **CONCURRENT SESSIONS:**

Grant Writing

Board Member Duties & Responsibilities 201

Part 1 

9:45 a.m. Break

10:00 a.m. **CONCURRENT SESSIONS:**

Junior Firesetters: Developing Safety &
Response System Partnerships

Board Member Duties & Responsibilities 201

Part 2 

11:30 a.m. **OFDDA Business Meeting & Elections**

12:30 p.m. LUNCH

1:30 p.m. SDAO:

Round Table Facilitated Discussions

- OSHA Rules
- Junior Firesetters
- Grant Writing
- Dealing with Death in The Fire Service
- Managing Challenging Employee Issues
- How to Engage Your Local Representative

3:15 p.m.

WHA Insurance Hospitality Suite



2024 Oregon Fire Service Conference Schedule

(Subject to Change)

SATURDAY, NOVEMBER 9

7:00 a.m. Registration

7:00 a.m. Continental Breakfast

GENERAL SESSION:

8:15 a.m.

Dealing with Death in the Fire Service

Break

9:45 a.m.

Silent Auction Closes 9:50 a.m. (approx.)

GENERAL SESSION:

10:00 a.m.

Hot Topics Board Panel

11:30 a.m.

Conference Concludes

Turn in Evaluations, Collect Silent Auction
Items, and (perhaps) win fabulous prizes...

Save The Dates:

OREGON FIRE SERVICE CONFERENCE

November 20—23, 2025
in Seaside, Oregon.

November 5—7, 2026
in Hood River, Oregon.

TO: Illinois Valley Fire District Board of Directors and staff
FROM: Teresa Stover, contract project administrator for water and sewer lines extension
SUBJECT: Hydrant Project Status Report
DATE: September 5, 2024

The IVFD water and sewer lines expansion will install approximately 1,700 lineal feet each of water and sewer lines from existing City of Cave Junction main lines on Old Stage Road to the Illinois Valley Fire District Station 1 at 681 Caves Highway (see attached drawings). Four fire hydrants will be installed along the water line; three on Caves Highway and one on the fire station back lot.

IVFD is managing the design, engineering, and construction of the project. Upon completion, IVFD will hand off operation and maintenance of the lines to the City of Cave Junction. The project is funded by an Oregon Lottery direct legislative award, as administered by Business Oregon. The Business Oregon deadline to complete the project is March 2027.

- **Agreements**
 - The contract with Stover Writing Services for grant and project administration was executed on June 10, 2024, but is being revised to conform with State of Oregon procurement requirements for a direct appointment.
- **Permits and regulatory approvals**
 - ODOT requires the Utility Permit Cultural Resource Review Notification to three tribal nations: Confederated Tribes of Grand Ronde, Confederated Tribes of Siletz Indians, and Cow Creek Band of Umpqua Tribe of Indians. Tribal notifications will go out this week and should be completed in about five weeks.
- **Procurement**
 - The Request for Proposal (RFP) for design engineering services has been revised and will soon be submitted for review by Business Oregon. Upon completion, legal notices and other announcements will be published and engineering companies will be invited to submit their bids. There will be a three-week bid period, tentatively set for September 17 to October 8.
- **Finance.**
 - Worked with the Business Oregon regional project manager to refine the project budget.



Stacey Grabarz
266 Retirement Ln.
Cave Junction, OR 97523
541-592-3509
stacey@cavenet.com
8/27/2024

Illinois Valley Fire District
Board of Directors
681 Caves Hwy
Cave Junction, OR 97523

Dear Illinois Valley Fire District
Board of Directors:

I am writing you because I am interested in being on the Board of Directors for the Illinois Valley Fire District.

I was a volunteer fire fighter with station 1 in 1990 for 9 years. I was also an EMT for AC Valley Ambulance, and CARE Ambulance here in the Illinois Valley. I had to resign in order to care for my wife (Tawana) while working full-time at Rough & Ready Lumber Co.

I now have more time that I could give back to the Fire Department by serving on the board. Thank you for your time.

Sincerely,

Stacey Grabarz

Jamie Paul

From: Herbert Tyler <skiptyler@me.com>
Sent: Wednesday, July 24, 2024 8:30 PM
To: Jamie Paul
Subject: Fire Commissioner Position

My name is Skip Tyler, I am married to Heide Hertler. I have been in IV for over 7 years, my wife been here for over 35 years. I am retired from law enforcement, I am a former police chief. I started my EMS history as a first responder in a small town (Eagle Point, OR) volunteer for an ambulance service and then drove fire truck. I taught at the Oregon Police Academy in 7 fields. I have traveled extensively as a lecturer in the field of "Decision Makers". I have spoken to young and old on 4 continents. I love it here in Selma. We live on a combination ranch of 120 acres off Deer Creek Road. We share with our 3 Hertler boys; Marty, Dan and Jake. Joanna Gavilic suggested I apply for this opportunity to serve my community. Marty is fire fighter, Jake is a paramedic with AMR in Cave Junction. Please consider this my formal request to apply for the open position for Fire commissioner.

In His Grip