

**GLIDE RURAL FIRE PROTECTION DISTRICT**  
**Board of Directors**  
**MEETING MINUTES**  
**April 6, 2022**

This meeting was called to order by Don Kidd at 7:28 pm.

Board Members present: Don Kidd, Christy Hall-Scheufele, Keith Cyphert,  
Stan Spencer, and Jerry Halter

Board Members absent: None

Also present: Ted Damewood, Chip Clough, Kellie Hopkins, and Beth Werner.  
Linda Herbert and Bill Scheufele stayed only for Chip's presentation; left at 7:45.

**VOLUNTEER RECRUITER'S REPORT:**

Because two Budget Committee Members wanted to hear Chip Clough's presentation, his report began this meeting.

Chip distributed his monthly progress report (attached). Chip briefly discussed his experience coming into this Recruiter position. He shared a photo of Glide High School's Fire Science students, which trained in firefighter gear at the fire station.

Chip discussed the FEMA SAFER Grant funding of U.C.C. education for career firefighter/EMTs, and how this benefits Glide Fire during a 2 year education program.

(Since the start of Covid-19 pandemic) the majority of our medical calls are being responded to by either EMT Ted D. or EMT Dylan H. Chip is working to recruit more volunteers to share this responsibility amongst more personnel.

- One new EMT (Amy C.) who recently moved from Colorado to Roseburg has joined Glide Fire. We've assisted her in fulfilling her National Registry EMT CEUs and transferring her EMT license to Oregon. She has agreed to fill 4 night-duty shifts each month at the station.
- Chip just finished his EMT classes at U.C.C., and is now a licensed EMT.
- We are currently sending a volunteer (Alex B.) to EMT classes at U.C.C. for Spring/Summer terms. He has agreed to sign-up for 4 night-duty shifts per month.
- We have a senior from Glide High School who has applied for the FEMA SAFER Grant scholarship. If selected, this student would begin career EMT and Firefighter classes at U.C.C. in September, and will commit to signing-up for night-duty shifts throughout his education.

Looking at our current recruit numbers, we hope to have an additional 4 EMTs and 3 to 7 Structure Firefighters trained in the next year. In the next 3 years, our goal is to recruit and train at least 14 more Structure Firefighters, while retaining the firefighters we currently have. Chip discussed his other projects in the works.

**MINUTES:**

**Stan Spencer made a motion to approve the minutes for the March 2 and March 23, 2022 regular Board Meetings and Executive Sessions. The motion was seconded by Christy Hall-Scheufele. The Minutes were unanimously approved. The motion was carried.**

**FINANCIAL REPORT:**

Everyone present looked over the financial reports for March 2022.

**March 2022 Financial Reports** - The account balances as of March 31, 2022 were reported as follows:

Checking Account:	\$	12,188.95
General Fund:	\$	214,192.03
Apparatus Fund:	\$	141,795.07
Building Fund:	\$	85,043.78
Building <u>Debt Service</u> Fund:	\$	179,464.12
Water Supply Fund:	\$	7,658.51
Equipment Replacement Fund:	\$	122,197.09
EMT Memorial Fund	\$	17,044.44

One tax deposit was made in March totaling \$13,402.79 (without interest). Of this, \$9,646.20 was from the regular property tax assessment, and \$3,756.59 was from the bond assessment.

We received \$1,592 Longevity Credit from SDAO/SDIS Insurance, and \$285 donations in memory of Jody Fugate deposited into the EMT Memorial Fund.

Total expenses for the month of March were \$25,775.48, all from the General Fund, including:

- o \$381.50 for annual fire extinguisher maintenance inspection
- o \$159.88 for ¼ page Volunteer Recruitment print ad in the News Review
- o \$558.26 to SDAO for Worker’s Comp. medical claim reimbursement buy-back program

**Stan Spencer made a motion to approve the March 2022 financial reports. The motion was seconded by Christy Hall-Scheufele, and unanimously approved. The motion was carried.**

## **OLD BUSINESS:**

### Building Repairs Update

In regards to the following issues:

- Porch column near front corner - Landmark Surveying will take elevations again in late summer to determine if column is shifting.
- Asphalt separation and drainage issues – This has been put on hold for now until station interior is repaired.

### Fire Chief Evaluations by Board members

Board members were asked to recommend changes to the Fire Chief evaluation forms. Information was distributed to discuss at next Board meeting.

## **NEW BUSINESS:**

### Building Repairs needed due to Interior Sewer Water Damage incurred night of Friday 3/25/22

Fans are currently setup to help dry-out the building. Board Members were previously informed about the event resulting in building interior damage:

- 1 automatic flushing toilet mechanism failed when the station was unmanned. The constant running of this toilet overwhelmed the two sewer tank pumps, which pushed sewer water back into floor drains throughout the station, with approx. 2” of water in some places.

Ted had a volunteer take photos documenting the flooded floors in the station early Saturday am during cleanup. Ted called our SDAO insurance contact on Saturday morning to begin the claim process. On Monday, SDAO assigned a claim adjuster to evaluate the damage onsite.

Initial analysis and mitigation work is being performed by True North Restoration, at SDAO's recommendation. Per our attorney, True North's work is exempt from normal public contracting rules due to the emergency need to dry out the station to prevent mold and further damage.

Contracts for repairs (insulation, sheetrock, taping, texture, painting, flooring, plumbing, etc.) must follow public contracting rules to seek 3 bids. Board asked that we email them bid information and recommended contractor selection before awarding any contracts.

We will have the exterior audible sewer alarm connected into our 24-hour monitored smoke alarm system, and will have the sewer pumps' upgraded to higher volume pumps.

We are unsure if 8 year old vinyl laminate plank flooring should be reused or replaced. We will be getting pricing from contractors for both.

Our SDAO/SDIS insurance has a \$50,000 limit specific to damages caused by sewer backup issues. Our contract with True North has a maximum of \$30,000. We only have \$85,000 in the Building Fund.

## **CHIEF'S REPORT:**

### Run Reports

We don't have a run tally for March.

Since Ted's evaluation by the Board, he's begun preparing a written monthly report for the Board (attached). From this report, he discussed the following items.

### **Training:**

Ted attended online training about the proposed new Oregon OSHA rules for Heat and Wildfire Smoke. Ted also attended online training "Overcoming Top Challenges of Fire Documentation" which was informative.

We still would like two Board members to attend SDAO's online Board Leadership Academy this year.

### **Grants:**

We still have a FEMA AFG (Assistance to Firefighters) grant application being scored, for a new Water Tender. This is the third year we've applied for this grant.

There is also a county-wide Radio FEMA AFG grant application being scored. This is the second year this application has been submitted.

### **Challenges:**

The 2022 Northwest Leadership Seminar was again cancelled due to Covid-19.

On March 8, Rocky said Ambulance #2271 now had a fuel leak, and ABS still not working. On March 11, Rocky said Ambulance #2271 was repaired except ABS. A volunteer drove the ambulance part-way to Glide, but it had little power. The engine died near Trask Court and wouldn't restart. It was towed back to Rocky's. This ambulance has been out of service at least one year.

A demo 2022 ambulance similar to #2270 would be \$179,153, but isn't available until May 2023. We don't currently have enough funds in the Apparatus Fund to purchase a demo or new ambulance.

The Board asked Ted to get an estimate from Rocky's for repairs of #2271 before making decision to repair or not. Board asked Ted to also find another diesel mechanic to look at #2270, to determine what is wrong and the cost to repair. The Board wants to review estimates before deciding to invest in any more repairs. The Board also discussed if work would be guaranteed, and whether this ambulance could be reliable after repairs of current problems.

**Good Things:**

Chip Clough completed his EMT class and passed National Registry EMT test. One volunteer is enrolled in the EMT course this Spring. Two volunteers are interested in attending the EMT course this Fall. 10 volunteers are currently enrolled in Wildland Firefighter training classes.

Hydrant training will be May 17<sup>th</sup>. Don Kidd would like to attend.

Other Items

None

**COMMUNITY INPUT:**

None

**Stan Spencer made a motion to adjourn this meeting of the Board of Directors. The motion was seconded by Jerry Halter. The motion was unanimously approved and the meeting was adjourned at 8:19 pm.**

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Don Kidd, Board President

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Keith Cyphert, Board Secretary