





# EAST UMATILLA FIRE & RESCUE

## OLD BUSINESS

### 7) DISTRICT POLICY

- (a) Chapter 9 (Safety) Chief Baty asked if the board had a chance to read through notes on Chapter 9 from the safety committee. He let the board know his biggest concern was close to the very last page on firearms at the fire station. Chief Baty would advocate very strongly against having firearms at the fire station. A discussion was had where each member present was afforded the opportunity to express their opinion on the matter. The board members requested that Chapters 9 and 10 be printed for their review. The board agreed to continue to discuss Chapter 9 at the November meeting.
- (b) Chapter 10 (Personnel) Matt Hoehna stated that the board will try to come with minimum ready to go for Chapter 9 hopefully Chapter 10 also if ready at the November meeting. Chris Williams asked Chief Baty if had anything in Chapter 10 that the board needed to look at. Chief Baty let him know that there was just a lot to look at. Terry Case asked about the part about Tattoos. Sheri Allen let him know it was in there and there are two suggestions for the board to review. A discussion was had about the change in direction on public opinion regarding tattoos. Chris Williams asked if other departments weren't being strict about covering them. Chief Baty informed him that he was not sure on that. A discussion was had on how common tattoos have become. Sheri Allen gave the board a generalization of the two changes that were noted in the section of chapter 10 that referenced tattoos. A discussion was held about what the policy read when adopted. Matt Hoehna wanted to note for the record as the policy is written today, the verbiage "at no time will tattoos on the arm below the elbow be visible while on-duty" was stricken from the language. Sheri Allen noted that the stricken verbiage was not taken out in the version of chapter 10 that was sent to staff. Chief Baty let the board know that if there was uncertainty, he would ask the tattoo be covered for 24 hours and it would be figured out. In the end it is not his intention to offend people. Matt Hoehna referenced the local case that happened recently and that we want to avoid a situation like that. It was discussed that when we are going through Chapter 10 on the Tattoo section the policy will be written as the board intends and what was approved.

### 8) NEW STATION UPDATE

- a. Chief Baty updated the board that the McCormack guys informed us they will start digging holes in late January, early February, pour concrete and wait 28 days. After 28 days it has to meet ASDM specs and as long as it does, we will be good. Terry noted that in February there is always a couple weeks that are warm, to which the Chief agreed. Chris Williams noted that it is just frustrating as October has been very nice weather and there hasn't been any dirt moved, it would be nice to see something. Terry responded with we must have prints and a design before we can start moving, that if we start moving stuff without having the prints done. Carol Kirk agreed. Chris Williams asked the question; didn't the design committee already approve all that to which he was informed it they were working on that, but it's not done. Chief Baty stated it is actually going pretty well and we were told we can probably move in in July, but it is probably going to be late August, maybe even early September. Carol Kirk wanted to let the board know that Chief Baty is monitoring the budget and it is going well. Terry let the board know he went to the Helix City Council Meeting and provided them an update on the new building. Chief Baty and Carol Kirk thanked him for doing that.

## NEW BUSINESS

### a. Grant Awarded for Self-Contained Breathing Apparatus' (SCBA's)

Chief Baty informed the board the cost of a SCBA with harness is about \$8,000 and that Juan Avila and Steven Klein wrote a grant that we has been awarded. Within this grant we will receive 27 SCBA packs and a BAC (breathing air compressor). Juan Avila let the board know that when FEMA says pack, this includes masks, the harness, two bottles per harness. Which is probably around \$7,000 - \$8,000 per unit. The grant is a 95% - 5% grant which means we will be responsible for 5% of the total cost \$205,493.49 for the SCBA's. The compressor is \$70,000.16 and we are responsible for 5% of that one as well. The total the district is responsible for is \$13,118.75. Terry and Chris thanked Juan Avila for his work. Terry clarified that with 2 bottles per pack that totals 54 bottles. Juan Avila agreed.



## EAST UMATILLA FIRE & RESCUE

### b. Donation of Breathing Air Compressor?

Chief Baty discussed with the board the Breathing Air Compressor (BAC) that was received from the Tribal Fire Department. It is at the Helix station and needs about \$2,000-\$3,000 worth of work and the work is scheduled the next day. Chief Baty spoke with Matt Hoehna that the district should probably donate it to somebody "pay it forward". He felt the first place to donate should probably be our mutual aid partners. We receive it from the Tribe, and they just got a new one. The only other mutual aid partner technically is Milton-Freewater. Even though they are a private organization, Chief Baty spoke with our attorney, Emily Guimont, and once an item is less than \$10,000 the board can decide what to do with it. Matt Hoehna asked what the current value of the BAC is or would be once repaired. Chief Baty felt that it was under the \$10,000, but without having someone come in and place a value he wasn't certain. He did say that if we say it is worth this amount, then it is this amount. Chris Williams asked the question, that since the BAC was purchased with public funds, should we find a public entity to gift it to. Chief Baty agreed that would probably be cleaner. Different fire departments were brought up in discussion. Matt Hoehna recommended the Area Nine Fire Defense Board, Umatilla County, Morrow County and Gilliam County. That is our Mutual Aid footprint. Chief Baty agreed that was our Tri-County Mutual Aid Agreement. He recommended that was the footprint to look at first. His number two recommendation would be to look at our true partners in Northeast Oregon, maybe even Southeast Washington if they had a need. His third recommendation would be statewide to another fire department. This is how he would prioritize the donating of the BAC. He wanted other board members input, as he is in favor of donating it to someone as it was donated to us, pay it forward. Different Fire Departments were thrown out as options. Terry Case asked if we would use this BAC until we received our new one through the grant. Chief Baty confirmed that was the case. The timeline for how long it may take was discussed and again confirmed that the BAC donated to us wouldn't be donated until the new BAC was received. It was determined that Chief Baty would follow Matt Hoehna's recommendation. Once a fire department has been identified the board will approve the donation. Terry Case asked if the air compressor that was donated to Helix was still out at the Helix station. Chief Baty agreed that it was. Terry Case asked what the intent was on that air compressor, whether it was worth passing on as it is in rough shape. Chief Baty stated if he was going to donate something to another organization, he wants to make sure it works. We have not done any work on that air compressor. The intent is if it will still hold 6,000 PSI the Chief would like to make a trailer out of it to haul SCBA servicing around to emergency scenes, we just aren't there yet. Chris Williams asked whether there was a need for that with 54 SCBA tanks. Chief Baty let the board know that the tanks on engines and trucks throughout the district. He noted that we put out most of our structural fires with one maybe two structural engines. The rest are just where they are, so we would have maybe 12-16 on a scene. The board will wait for updates as we move forward.

### c. Letter of Resignation

Chief Baty informed the board of Assistant Chief Jeremy Lasater's letter of resignation and that he is supportive of his decision. Chris Williams asked if there was any action they needed to take. A discussion was had, and it was determined that the board supports his decision. Matt Hoehna said he reached out and let him know he supported his decision and hoped he wasn't done with the department. Chris Williams expressed that he appreciated Assistant Chief Jeremy Lasater's contribution and dedication to the department. Carol Kirk expressed she was going to miss him.

### d. Board Member Education opportunity

Chief Baty informed the board that George Dunkel with SDAO, let him know he was able to come to our department and provide a board education rules and responsibilities dissertation. George feels he can cover what he needs to in about four hours. Costs have not been discussed, but we have a budget line item for board education of about \$3,000 which will more than cover the cost of George coming. Matt Hoehna felt it was a good idea and asked the other board members to see if there was free time in their schedules, he didn't want to wait to ask if they had free time in the November meeting for December training as the timetable is short. A discussion was had, and November 12<sup>th</sup> was decided as the date to propose to George Dunkel.



## EAST UMATILLA FIRE & RESCUE

### e. ATV Discussion

Juan Avila presented to the medic board the ATV specifications, the grant situation and funding. He was called away on a tone at the time this was discussed with the fire board. Chief Baty asked if there were questions about the ATV. Matt Hoehna read from the March 17, 2022, minutes "UTV Purchase: Chief Baty presented discussion surrounding the purchase of a used UTV from Milton-Freewater Rural Fire Protection District. Health district is paying for 50% of the cost of the UTV and the other pieces of equipment needed to use it. Concerns of safety were discussed, driver education was discussed, pros and cons were discussed. Motion to purchase UTV was made Chris Williams, seconded by Carol Kirk, all in favor." He noted it doesn't refer to a cost in the minutes. He searched in other minutes to see if he could find the cost being discussed. The total cost for ATV and necessary equipment landed around \$80,000, so Matt felt that warranted a little more discussion. Terry Case mentioned we have \$30,000 in grants. Chief Baty felt the original cost discussed was \$10,000 and \$10,000 from each district. Matt wanted to make the point that the cost is growing very quickly for the ATV. Matt asked what the Medic board approved in their meeting. Chris Williams stated they approve expending their grant towards the purchase, plus up to an additional \$20,000 total. Carol Kirk agreed. Matt Hoehna stated if the fire board was to match that it would be in the ballpark. Terry Case stated it would be about \$29,000. Matt asked what was in the budget. Chief Baty stated the budget could absorb the SCBA contribution noted above and a couple things. Matt Hoehna looked in the budget and under equipment noted it stated \$20,000, apparatus replacement was \$25,000, SCBA replacement was \$30,000. He stated a chunk of the SCBA was going to be used to meet our 5% obligation under the grant leaving roughly half. Matt Hoehna stated he would concur that it was probably absorbable. Chief Baty stated he didn't like spending money before they received it, but the facts are the facts, we have written for a Wildhorse grant, we have a very strong history of receiving what we ask for and apparently, they have a rolling timeline for grant requests. We are coming up on the ability to submit a grant request again. Matt confirmed the board has already approved spending \$10,000 if not \$20,000, so we would be kicking in another \$8,000 - \$9,000 so a total of \$29,000. Terry said \$29,000 plus the \$10,000 we have would match what the medic board approved. The board continued to discuss the use of the ATV even though it was a lot of money, we are getting a lot for that money. Multiple grant options we are applying for were discussed, AWERE, Wildhorse, UEC and Oregon Fire Association. Terry noted that there were two pending grants that we have applied for, one was for \$10,000 and the other \$20,000. It was noted that UEC, power companies are big into supporting fire suppression right now, and we support UEC land. Matt Hoehna noted that we must come up with another \$40,000 and we likely have grants that will cover part of that, and we have already pre-approved in a way part of that. He asked what the dollar amount is that the board needs to authorize to cover half. Terry Case stated \$29,000 plus the AWERE's \$10,000 grant would match what the medic board approved and would make the \$78,000. Matt Hoehna clarified that the AWERE's grant is in and is a sure thing. Terry Case agreed. Matt and Terry stated it would be \$29,000 of department money, which could potentially be offset with other program grants.

**MOTION: Terry Case moved to authorize \$29,000 of district funds in addition to \$10,000 in AWERE's grant for a total of \$39,000 to go towards the ATV purchase from the fire district side.**

**SECOND: Carol Kirk**

**VOTE: Unanimously Approved**

### f. LGIP Account

Chief Baty reminded the board what LGIP stood for, Local Government Investment Pool and currently he and JoAnn have access and that account is used to move money to the operating bank account to write checks from. He and requested that Sheri Allen's name be added to the LGIP as JoAnn is slowly starting to step back.

**MOTION: Chris Williams moved to add Sheri Allen to LGIP Account.**

**SECOND: Terry Case**

**VOTE: Unanimously Approved**

### Questions regarding the Chief's Report

Chief Baty asked if any member had questions. Terry Case asked how the open house went. Chief Baty let the board know we served about 125 meals. Sheri Allen and her mom along with Carol Kirk made cookies. Salads



## EAST UMATILLA FIRE & RESCUE

were served along with hotdogs, hamburgers, chips, bottled water, Gatorade, the desserts, and baked beans. Chief Baty felt this was something we should do every year in our headquarter station and one of our satellite stations. Chief Baty stated we can choose a better day to have the BBQ, maybe a Thursday instead of Friday during Fire Prevention Week to not interfere with the High School activities. Matt asked if National Fire Prevention Week was always the same week. It was determined that it was always the same week, and we would make sure to not have it on the same day at our local High School activities. Terry Case mentioned that the Helix District used to do a BBQ every summer. Chief Baty agreed. Matt Hoehna asked about the other letter regarding the hiring process. Chief Baty let the board know he reached out to Jim Critchley, the Chief at Pendleton, to send him all his stuff on and Assistant Chief Position. He will review it and make sure it fits our organization. Chief Baty noted that the decision is his, but he would like the board's involvement in the interview process. Chief Baty described the interview steps involved. Matt Hoehna agreed it is a lot of work, but there is great value in the process and if he is able he would be involved. Chief Baty let them know the position would be posted at \$60,000-\$70,000 salary, this isn't a lot in the industry for an Assistant Chief, but for our area, it is a great wage. Chris Williams asked if last month the board approved a change to the budget to accommodate that and how he was going to fund it. Chief Baty let the board know that the funding would come from the resignation, and on the next budget we are hoping to stop stipends all together. Chris Williams asked if we were not going to hire someone until the next fiscal year. Chief Baty stated January 1, 2023. Chris asked if Chief Baty was asking the board to approve an amended budget to fund the position. Chief Baty stated he can. The board discussed the total costs associated with hiring a full time Assistant Chief. Terry Case asked how many Assistant Chiefs we have because we have a budget item of \$54,000. It was discussed that there were three positions. Chris Williams let the board know he proposed to Chief Baty that the new position should be Assistant Chief/Medic Unit Administrator. That allows to pull funding from both. To wrap it up, Matt Hoehna stated it is an administrative position within the organization chart, but the funding has to be there, and if we need to adjust the budget to fund that position going forward. Chief let the board know the budget was built with two firefighters, and one has moved to the medic to fill position needs there. The board discussed the timeline for hiring being around 3-4 months before we would have someone onboard. They would like to see the funding for that and the ability to sustain the position going forward. Matt Hoehna asked if Chief Baty had a snapshot of the budget for the board by the next meeting, November, would that suffice the board to give a "go" "no go". Chief Baty said he will put together what the budget for the remainder of the year and next year would look like for the board. Chris Williams asked if we had a job description and Chief Baty affirmed we do. The board affirmed they would like to see the numbers in the budget that say yep, we can do that. Chief Baty let the board know he was looking at a three-year contract for the position. This will strengthen the offer and candidate pool. Chris Williams asked if a COLA would be built in and Chief Baty confirmed 3%, which is not like the other salaries we have. Chief Baty let the board know we were going to write for the capacity grant which can be written for two firefighters and one fire prevention specialist. This a district obligation of 10% first year, 25% second year and 50% third year. Fourth year and on is 100% district paid. Matt Hoehna said that was great, but we had to be able to fund it on year one, because if you can't fund it on year one and you don't get the grant, not positions. The board agreed and reiterated that hiring is Chief Baty and the financing is the boards responsibility to watch. Matt Hoehna again stated that he is willing to help with the hiring process.

### **GOOD OF THE ORDER**

Matt Hoehna mentioned that Sheri Allen suggested we add a signature line to the minutes once they are approved for the previous months meeting. A signature line for the President and Board Secretary as the two signatories. It was opened for discussion with the other members. Sheri Allen let them know, she will have the minutes from the previous meeting ready to be signed at the end of the meeting. Chris Williams asked whether the financial report needed to be signed. Sheri Allen let the board know that the signature on the minutes shows the approval of the financials as the entire packet is placed together as a document available to the public.

Matt Hoehna thanked Chief Baty and Juan Avila. Chris Williams agreed. Juan asked if the board voted on the ATV grant while he was on a call. He stated he just got off the phone with a guy approx. \$2,000, but he will get us realistic numbers for a cage in the back so the rear of the ATV will have roll over protection, but he was saying approx. \$2,000. Matt Hoehna let Juan know that he had a number to work with for the ATV. Juan said that now he can negotiate with the vendor.



## EAST UMATILLA FIRE & RESCUE

### ADJOURNMENT

**MOTION:** Terry Case moved to adjourn the meeting.

**SECOND:** Chris Williams

**VOTE:** Unanimously Approved

The meeting was adjourned at 8:44 p.m.

The next meeting will be November 17, 2022, 7:00 p.m. at the Fire Station in Weston.

\_\_\_\_\_  
PRESIDENT

11/17/2022

\_\_\_\_\_  
DATE

\_\_\_\_\_  
BOARD SECRETARY

11/17/2022

\_\_\_\_\_  
DATE