

LFA Board Minutes

Lane Fire Authority

&

Santa Clara Fire

November 21st, 2019 Board Meeting

88050 Territorial Hwy., Veneta

The regular board meetings for Lane Fire Authority & Santa Clara Fire were called to order at 6:03 p.m. by Lane Fire Authority Vice President Ryan Walker and Russ Sirotek Santa Clara Fire Board President.

Board Members Present:

Pete Holmes Greg Deedon Bill Clendenen Ryan Walker John Baxter

Rod Graves Susan Smith Don Phillips Russ Sirotek Frank Taubenkrau

Minutes, Treasurer's Report and Bills:

Topic	October 2019 Board Minutes
Discussion	
Action taken	Motion made by Pete Holmes and seconded by John Baxter to approve September 2019 board minutes. Motion carried –all ayes.

Treasurer's Report: A question was raised regarding overtime which is at 43.5% of the budget. Chief Borland reported that the budgeted \$400,000 is not an accurate amount. Chief Borland feels a more accurate figure is \$600,000 - \$650,000 - there may need to be adjustments in the budget to bring this line item to a more accurate dollar amount.

Correspondence:

Chief Borland read a thank you card from a patient's husband.

Swearing In/Recognition:

None

Chief's Report:

Finance Committee – Chief Borland was hoping to have audit in hand for the committee to review but it is not available yet. Reviewing an audit is a good way to become aware of the budgeting process which will begin for the committee in January.

The Acuity audit team will be at the December board meeting to review the audit and answer questions. The audit will be sent to all board members to review prior to the meeting.

Chief Borland has begun to go through the audit draft.

Narcotics – Riverbend is removing Pixis which is a system that we receive our narcotics from via Riverbend. The implication for LFA is that an alternative method -possibly the narcotic vaults that we already have. Because Riverbend bought such large quantities, LFA enjoyed lower pricing which will no longer be the case. Pixis will be available through the end of the fiscal year.

Conflagration – Chief Borland took a strike team to California for a 13-day, 3 fire conflagration. It was a good deployment, no one was hurt, and no apparatus was damaged.

The billing packet is complete for a total of \$153,930.62. The net for LFA's staff vehicle and Type III engine is \$28, 707.

Officer's Meetings – Officers have been meeting regularly again – the meetings have not been held in more than a year. Chief Borland feels the meetings are proving beneficial to line staff/volunteer officers.

Training Burn – The training burn was very well attended. AC Wood reported that this burn was the safest burn he's ever attended. Casey Pape' did an excellent job of organizing the burn.

Pickens Rd Fire – LFA was called out this morning about 3:30 a.m. The location of the fire had been previously flagged by LCSO and multiple deputies were on scene. Two RV trailers packed with electronics, clothing etc. were heavily involved on arrival and were a total loss.

Awards Banquet Committee – The committee met earlier this week. The banquet will be at Shadow Hills March 7th, social hour at 5pm with dinner at 6pm and then proceed with the awards. The dinner will be catered by Shadow Hills with L FA will providing dessert. Additionally, there will be a no host bar as well as no class B uniforms. An evite will be going out to everyone at a later date.

GEMT - Chief Borland expects to sign-off on the 2nd round GEMT reimbursement packet early next week.

The funds for the first packet should be here around the end of December or early January.

When it is all said and done LFA should end up netting about \$120,000 on the GEMT reimbursement through the feds.

Server Project – The equipment is in for the server project. Eugene Networks will send Chief Borland a timeline for the project. His main concern is working around payroll and paying bills.

Ambulance Rates – LFA will need to look and raising transport rates in the near future. The GEMT reports will help tremendously with establishing rates. It has been 10 years since transport rates have been adjusted.

Grant Opportunities – AC Wood is looking at grant opportunities for the long term. Looking at seismic grants however buildings are required to be sprinkled which ours are not. An AFG grant could be the solution for sprinkling buildings.

LFA is also considering a grant for a new engine.

Banking – Cheryl and Dale are pursuing trying to find a new bank that will meet LFA needs. Repeated hacking of LFA credit cards is a main concern.

Public Comment:

None

Volunteer Association Input:

Association President John Leaton will be sending an email invitation to everyone for the Christmas Party on December 14th.

Stuff the Truck will be December 7th- if more people, both paid staff and volunteers, don't participate, there is an 80% chance that Stuff the Truck and food box deliveries will be cancelled. Chief Borland hopes this is not the case and said there are a number of people that show-up without signing up.

Thermal Imaging Units - AC Wood and John Leaton are fundraising for donations from top 100 businesses in the area for the purchase of 8 handheld thermal imaging units. Donations received will go through the Association. LFA will pay for the mailer sent to targeted businesses.

Ambulance Service Area - A concern was raised about calls to Lake Creek. The concerned volunteer felt it was time to look a charging for calls to Lake Creek and further stated that residents are being "run ragged and are burned-out".

Lake Creek is part of LFA's ambulance service area and is required to provide service. Chief Borland asked that this discussion be held at a more appropriate time.

Best Practices:

A copy of the Volunteer Reimbursement Policy was previously emailed to each board member. The list of items for "purchase" was separate from the policy to allow for changes in items. Chief Borland would like board members to be prepared to discuss/accept the policy at December's board meeting.

New Business:

None

Old Business:

Salary Schedules – This was brought up at October's Board Meeting. Chief Borland is not inclined to reevaluate any salary schedules at this point for exempt staff. This can be revisited as next year's budget is being developed.

EF Recovery – A resolution (previously emailed to all board members) regarding billing procedures and rates for services was reported on by AC Wood. This billing is for out of district patrons only.

The Resolution gives LFA the authority to implement the program and the policy and how the program will be run.

AC Wood would like a board vote on the resolution and policy at December's board meeting and hopefully begin the program in January.

Back Lot at 101 - We are trying to locate a surveyor that can survey the back lot in a reasonable amount of time. Several have been contacted but are either not accepting new jobs or are booked out about a year.

Motion to Adjourn made by Rod Graves, seconded by Pete Holmes.
Meeting adjourned at 7:19 p.m.