

**Western Lane Ambulance District
Siuslaw Valley Fire and Rescue
Western Lane Fire and EMS Authority
2625 Highway 101 North, Florence, OR 97439**

Joint Meeting Minutes, May 27, 2021, 6:00 p.m.
The Zoom recording will be posted on SVFR & WLAD Websites

SVFR BOARD MEMBERS PRESENT: Directors Jim Palisi, Ron Green, Alan Burns, Ned Hickson (arrived 6:30 pm), Sam Spayd

WLAD BOARD MEMBERS PRESENT: Directors Rick Yecny, Larry Farnsworth, Mike Webb, John Murphey
WLAD BOARD MEMBERS ABSENT: Cindy Russell

WLFEA BOARD MEMBERS PRESENT: Directors Jim Palisi, John Murphey, Sam Spayd
WLFEA BOARD MEMBERS ABSENT: Cindy Russell

STAFF PRESENT: Chief Schick, Dina McClure, Operations Chief House, Fire Marshal Tony Miller, Holly Lais

Chief Schick called the meeting to order at 6:00 p.m. Roll Call established quorums.

PUBLIC COMMENT:

- None

PRESENTATION: WLAD PARAMEDIC OF THE YEAR TO ALI GHARIB

- Chief House applauded Gharib for his excellent EMS service and accomplishments during the past year.

OPEN PUBLIC HEARING FOR SVFR FY2021-2022 BUDGET

- There were no public comments. The Public Hearing was closed.

SVFR Resolution 2021-02 Adopting FY21-22 Budget

Director Burns motioned to approve the Resolution 2021-02 Adopting FY21-22 Budget. Director Green seconded. Roll Call. All in favor, the motion passed.

WLAD Resolution 2021-02 Adopting FY21-22 Budget

Director Webb motioned to approve the Resolution 2021-02 Adopting FY21-22 Budget. Director Yecny seconded. Roll Call. Directors Yecny, Webb, and Murphey voted yes. Director Farnsworth voted no. The motion passed.

CONSENT AGENDA:

- April 22, 2021, Joint Board Meeting Minutes
- Staff Reports: Chief, Operations Chief, Office Manager, and Fire Marshal
- Correspondence: Certificate of Appreciation from Swisshome/Deadwood Fire

REVIEW OF FINANCIALS – WLAD, SVFR, WLFEA:

- McClure reported \$170,000 from the transfer of \$195,000 from Capital to the General Fund had been reversed back to Capital. The district is waiting for grant approval before purchasing cardiac monitors.

- Director Yecny inquired about the PSAP 911 Bill and Benton County Public Works expense. McClure said PSAP 911 is one of the last big expenses left for the fiscal year and Benton County is an auto repair for a head gasket on Medic 615, costing \$11,000.
- Director Farnsworth inquired about Amazon purchases made on the credit cards. McClure replied that details of the purchase can be found on the Expense Transaction List report.

OLD BUSINESS

SVFR Resolution 2021-03 to Move Funds to the Local Government Investment Pool

Director Burns motioned to approve the Resolution 2021-03 to Move Funds to the Local Government Investment Pool. Director Spayd seconded. Roll Call. All in favor, the motion passed.

WLAD Action Item: Approve Resolution 2021-03 to Move Funds to the Local Government Investment Pool

Director Farnsworth motioned to approve the Resolution 2021-03 to Move Funds to the Local Government Investment Pool. Director Murphey seconded. Roll Call. All in favor, the motion passed.

SVFR & WLAD: Discuss Strategic Business Plan (SBP)

- Chief Schick gave an update on the preliminary structure of the Strategic Business Plan (SBP). He said both districts would have their own set of initiatives as well as joint initiatives.
- Director Farnsworth expressed that WLFEA should not have an SBP.
- Chief Schick said without any further discussion by the directors, the SBP will proceed as planned.

SVFR & WLAD Polling Questions

- Chief Schick reviewed the findings from the Feasibility Committee. They had reviewed the polling questions and feedback from other directors. The 8th version was passed out for all directors to review and discuss.
- Director Webb, as part of the Feasibility Committee, said they were charged to see if a merger was feasible. He said that, yes, it is both functionally and financially possible, and the tax districts could work with blended rates depending on locations. The level of public participation in the decision and support is unknown. The purpose of the survey is to help assist future planning and be a starting point.
- The directors discussed the format of the polling questions, biases, public education, ways to receive more public feedback, the purpose and goals of the polling questions, and the differences between a merger and consolidation.
- Director Farnsworth requested contributing two additional questions to the polling questions.
- Chief Schick explained that the phone survey will be active through the community until 300 responses are received and focus groups will be included during the SBP.

SVFR - Director Green motioned to approve the polling questions as presented. Director Palisi seconded. Roll Call. All in favor, the motion passed.

WLAD - Director Webb motioned to approve the polling questions as presented. Director Murphey seconded. Director Farnsworth requested an amendment to the motion but there was no further discussion. Roll Call. Directors Yecny, Webb, and Murphey voted yes. Director Farnsworth voted no. The motion passed.

NEW BUSINESS

WLAD: Discuss Staffing Models

- Chief Schick presented the question: What is the proper mix of Paramedics and EMTs for WLAD and still provide the desired levels of service?

- Director Farnsworth inquired about different staffing models if the district merged, consolidated, or had to find ways to cut the budget. Chief Schick replied that would be something more discussed during the SBP.
- The board discussed looking at a 4:1 Model per shift while staffing 3 ambulances. They discussed how the part-time staff would be made up of EMTs, firefighters would only be used for major events, and ambulances would be staffed with have the highest quality of people available.
- It was the consensus of the board to keep the status quo and keep a 4:1 Staffing Model.

SVFR Action Item: Approval of Pumper Tender Contract

- Chief Schick explained the district had been awarded to contract with the Sourcewell group for a new Pumper Tender by True North Emergency Equipment (Spartan). The new rig will replace Tender-608 and the Reserve Engine at Station 8 which is by Clear Lake. It will hold 2,000 Gal of water and will be just under 33 feet in length (to fit in the engine bay). The delivery date is expected in about 12 months, will not be 4-wheel drive, and will have foam capabilities.
- Director Palisi asked if On-Spot chains could be ordered. Chief House said it was a great suggestion and that it is something the district would like to do someday. He said the rig will be intended for in-district responses and not for wildland incidents.
- Chief recognized the work that had been done by the apparatus committee, Chief House, the Fire Marshal, and others.

Director Green motioned to approve Plan 1: to pay 100% of the contract prepayment upfront and receive a \$7,023 discount for the Pumper Tender Contract. Director Spayd seconded. Roll Call. All in favor, the motion passed.

SVFR Action Item: Approve Non-Binding MOU with ODOT Concerning Herman Peak Communication Site

- Chief Schick provided a brief background at Herman Peak and the maintenance SVFR had provided to the site. Chief House added that we do not have the expertise in-house to provide maintenance but had to replace the batteries recently.
- Chief Schick said ODOT has first rights of refusal and has hundreds of similar sites around the state. They have offered to cover the repeater replacements, a \$200,000 capital replacement budget item, and would provide 10 years of equipment maintenance. They proposed adding repeaters in Glenada and would give us approximately \$500,000 worth of equipment and service.

Director Hickson motioned to approve the Non-Binding MOU with ODOT Concerning Herman Peak Communication Site. Director Spayd seconded. Roll Call. All in favor, the motion passed.

SVFR/WLAD: Discuss Florence Urban Renewal Agency (FURA) Representation and Enterprise Zone Meeting

Attendance

- Director Webb is currently in the FURA group and asked if anyone from SVFR would like to be a representative. Director Burns offered to volunteer.
- Chief Schick asked if any directors would be interested in attending the Enterprise Zone Meeting. Hearing none, he would attend.

SVFR/WLAD/WLFEA Action Item: Approve Use of District Logo Policy

- Chief Schick informed that the state allows the use of the district logo during political campaigns unless it is prohibited by the district. If allowed, the logo could be used by anybody. The district recommends prohibiting the use of the logo on campaign materials. The district's current policy references logo use on vehicles and uniforms, but no signs.

- Director Webb clarified that limiting the use of the logo would eliminate the perception of endorsement.
- If the motions pass, Chief Schick said he would update the Lexipol policies.

SVFR - Director Burns motioned to prohibit the use of the District Logo on campaign materials. Director Green seconded. Roll Call. All in favor, the motion passed.

WLAD - Director Farnsworth motioned to prohibit the use of District Logo on campaign materials. Director Webb seconded. Roll Call. All in favor, the motion passed.

DIRECTOR COMMENTS:

- Director Murphey gave kudos to outgoing directors for their four years of service with the districts.
- Director Farnsworth gave kudos to the members of the Budget Committee.
- Director Palisi congratulated the new incoming board members.
- Director Yecny gave kudos on behalf of all the directors to Ali Gharib for Paramedic of the Year.
- McClure informed that the new board members will be sworn in at the July Joint Board Meeting.

FUTURE BUSINESS:

Regular Joint Board Meeting June 24, 2021, at 6:00 pm

Meeting adjourned at 7:35 pm.

Respectfully submitted,
Holly Lais
Recording Secretary