

**West Valley Fire District/Sheridan Fire District/SW Polk Fire District
Special Joint Meeting Minutes
825 NE Main St
Willamina, OR 97396
March 20, 2019 - 6:00 p.m.**

ROLL CALL

West Valley Fire District

Chris Greenhill, President– Present
Rick Mishler, Vice President – Present
Gary Brooks, Director – Present
Don Shelton, Director - Absent
Roy Whitman, Director - Absent
Fred Hertel – WVFD/SFD Fire Chief - Present
Carolyn Watt – WVFD District Clerk – Present

Sheridan Fire District

Scot Breeden, President - Present
Tammy Heidt, Director - Present
Dennis Grauer, Director - Present
Bryce Ingram, Director - Present
Dennis Rogers, Director - Present

SW Polk Fire District

Rod Watson, President - Present
Robert Davis, Director - Present
Keith Moore, Director - Present
Frank Pender, Director - Present
Kenny Gardner, Director - Absent

AUDIENCE

Lt. Tami Tigner, WVFD, FF/PM
Lt. Jake Alguire, WVFD, FF/EMT
Jacob Sessa, WVFD, FF/PM
Ryan Vauble, WVFD, FF/EMT-A
Michaela Woods, WVFD, FF/PM
Jacob Cochran, WVFD, FF/EMT
Danny Koffler, WVFD, RV
Erika Alcanter, WVFD, RV
Haden Hewes, WVFD, RV
Chalino Randall, WVFD, Cadet
Robert Foster, SW Polk Volunteer
Susan Shepherd, Polk I
Jenny Rummell, City Council, Dallas
Greg Ellis, City Manager, Dallas
Cody Heidt, SFD FF/PM
Todd Brumfield, Acting Dallas Fire and EMS & SW Polk Chief
Ken Waller, Dallas Fire and EMS Volunteer

President Greenhill opened the meeting at 6:00 pm.

FLAG SALUTE

President Greenhill asked everyone to sign in on the sign in sheet. He noted each Board has a quorum present.

President Greenhill noted there were no public comments requested.

NEW BUSINESS

1. Budget Calendar - Tabled until later in the meeting

2. Administration Team

- a) Chief Hertel stated the 3 districts have agreed to combine for 4 administrative positions, to be paid with the 40/20/40 split agreed to by all three districts. He explained there may be a need for more than 4 positions. There may be a need for a position such as a Battalion Chief, administrative person or similar position. He requested flexibility as he builds the budgets.
- b) Chief Hertel clarified this is only to inform the Boards. He is the budget officer for all three boards and does not want any surprises.
- c) WVFD Vice President Mishler clarified this is to create positions if/as needed; not to actually hire individuals.
- d) WVFD Vice President Mishler had approached Chief Hertel asking for clarification regarding hiring Accuity to perform financial tasks. He suggested it might be possible to hire them in place of a finance/administrative person. This was discussed by all three boards. Accuity will be paying bills and doing payroll and PERS. No action was needed.

4. Joint Meetings

- a) Discussion regarding holding joint meetings for all three Districts took place. SFD Board President Scot Breeden has clarified that it is acceptable to hold the meetings in all three districts on a rotating basis.
- b) Meetings would be chaired by the hosting district. Clerical support (taking and typing minutes, preparation, etc.) would be provided by the hosting district. Additional discussion took place. Following the discussion 3 separate motions were made.

SW Polk

Bob Davis moved to hold combine meetings on a rotating basis. Motion was seconded by Frank Pender. There being no further discussion, motion was passed unanimously.

WVFD

Additional discussion took place, clarifying how Executive Sessions and/or Special Meetings would take place.

Executive Sessions and Special Meetings will be advertised and held separately for any individual district. If an Executive Session is needed by one district during a joint meeting, which will be on the agenda, the board will go into executive session while the other board(s) takes a recess.

There being no further discussion, WVFD's Board voted unanimously to pass the same motion as presented by SW Polk

SFD

There being no further discussion, SFD's Board voted unanimously to pass the same motion as presented by SW Polk.

Discussion took place regarding the best date and time for the joint meetings to be held.

Bob Davis from SW Polk moved to have joint meetings take place on the 2nd Thursday of each month at 6 pm. Motion was seconded by Gary Brooks from WVFD. There being no further discussion, the motion passed unanimously by all three districts.

The next meeting will be held on Thursday, April 11, 2019 at 6 p.m. at West Valley Fire District, 825 NE Main St., Willamina, Oregon.

Chief Hertel suggested Sheridan Fire District host the May 2019 meeting and SW Polk host the June 2019 meeting, with the July 2019 meeting rotating back to WVFD and continuing with that rotation.

1. Budget Calendars (returned to this agenda item)

- a) Chief Hertel explained that now that the meetings will be held jointly the Budget Calendars for all three districts will need to be re-created. Chief Hertel will get a draft calendar out to each Board for review, which will be distributed to all three districts at the April 11, 2019 meeting.
- b) Additional discussion regarding the budget calendars and joint meetings took place. SW Polk Board President Watson suggested that when the meetings are held at SW Polk, the Rickreal volunteers be involved.

3. WVFD financial update

- a) Chief Hertel explained he was hoping to have an accurate Profit & Loss statement available for review and/or approval; however Accuity has not yet provided it. They are being contacted daily to try and get this resolved.

4. Levies/Bonds/Consolidations

- a) There was considerable discussion among all three boards regarding this issue. Discussion points included:
 - ✦ WVFD going for bond/levy on their own
 - ✦ Going from \$1.46 (current/recent amount) to \$1.95 (which would prepare for consolidation tax base rate-now an additional .49) vs. waiting and asking for much higher amount later
 - ✦ Advertising/Educational opportunities - 4th of July, Pow Wow, Sheridan Days, etc. Important to educate appropriately - explain specifics of how this helps individuals, don't just use our "jargon," explain the dollars and cents, etc.
 - ✦ Tribal concerns
 - ✦ Asking for CDRI to change direction. If does not pass, then service will go down. Need to make that clear.

- ➔ Timeline for November 2019 election. We are already working behind the scenes - good publicity (Facebook, etc.)
- ➔ How WVFD's levy could/would affect other districts/tax bases
- ➔ Meeting new BOLI Laws
- ➔ Being able to provide enhanced service
- ➔ Paperwork/study from WVFD CDRI being available for other two districts
- ➔ Voter confusion if too many options are brought forward in short amount of time
- ➔ Current financial stability of all three districts
- ➔ Lt. Jacob Alguire - Backing of WVFD's Union - IAFF Local 4621 - very supportive, working on a PAC - opens up ability to help financially and educationally - will be the "Boots on the Ground."

Decision - WVFD will vote at April 11, 2019 joint board meeting - important to have all 5 board members present. Will ask CDRI reps to attend meeting and be available to answer questions.

5. Fire Authority Model

- a) SFD Board President Scot Breeden asked for a discussion to take place regarding this issue. Discussion points included:
 - ➔ Fire Authority Model would have own board and admin staff. This board would include representatives from each board and would report back to individual boards.
 - ➔ Would add an extra layer of separation and could help with the misunderstanding that districts are potentially being "taken over."
 - ➔ Steps needed, timeframes and legalities.
 - ➔ IGA among the boards would take care of the needed steps, etc.
 - ➔ Civil Service and Resident Volunteer programs are already being combined.
 - ➔ Name change would be addressed.
 - ➔ Timeframe - 3-6 months - need to wait until Levy issue is voted on.
 - ➔ Same idea as using Accuity for all three districts
 - ➔ This will take a great deal of Chief Hertel and staff's time if this is the direction chosen. Will need to be working with WVFD at higher level.
 - ➔ Regardless of levy outcome or other considerations, Fire Authority Model is a good idea.

Decision - wait to take further action until after April 11, 2019 joint meeting takes place. Chief Hertel proposes using a SWOT Analysis to address issues. Wait until after Levy decision/vote to make any decisions, so as not to confuse the public.

Good of the Order

1. Report on Dallas Coalition meeting from March 18, 2018

- a) Good presentation from Redmond given.
- b) No two consolidations are alike

2. Tribal concerns

- a) Key is to become personally involved with tribal members
- b) Encourage each tribal member to vote - education needed

3. WVFD Director Brooks recognized WVFD A-Shift on a great job with an infant delivery.

- a) Lt. Tigner reported on the incident and stated FF/PM Woods, as well as RV students Alcanter and Koffler did excellent jobs. Baby girl and mother were healthy and arrived safely at the hospital.

There being no further business, WVFD Vice President Mishler moved to adjourn. Motion was seconded by SW Polk President Rod Watson. Meeting was adjourned at 7:20 p.m.

Respectfully submitted,



Carolyn Watt
WVFD District Clerk