

**POLK COUNTY FIRE DISTRICT NO.1**  
**Board of Directors**  
**January 13, 2022**  
**6:00pm – Central Station**

**LOCATION: DUE TO COVID-19, THIS MEETING WILL BE HELD VIRTUALLY AT:**

<https://us02web.zoom.us/j/88501558202?pwd=NWdWOWx6SWdYbHQ0MUZ5TVJidTj4QT09>

**Meeting ID: 885 0155 8202 - Passcode: 707682**

President Mike Lippsmeyer (remote)	Chief Ben Stange (remote)
Vice President Jeff Hamilton (remote)	DC Mike Mayfield (remote)
Secretary Cord Von Derahe (remote)	DC Neal Olson (remote)
Director Curtis Cole (remote)	Office Admin. Stephanie Hale (remote)
Director Dan Miller (remote)	Office Assistant Mary Carlson (remote)

**President Lippsmeyer** called the meeting to order at 6:00 pm, followed by the Pledge of Allegiance.

**President Lippsmeyer** stated anyone wishing to address the Board could use the raise hand feature or come off of mute.

He added the Meeting Minutes will be recorded and kept for 60 months.

Open for public comment on any of the agenda items.

**CONSENT AGENDA:**

- 1) Board Agenda
- 2) Approve December 9, 2021 Regular Board Meeting Minutes
- 3) Financials:
  - 3a. Approval of Disbursements for December 1-31, 2021
  - 3b. Finance report for the month of December 2021

**President Lippsmeyer** – Asked how the Board would like to take the agenda.

**Director Miller** – Stated to take the Agenda as a whole.

**Vice President Von Derahe** – Second.

**President Lippsmeyer** – All in favor, none opposed, carried – Agenda approved.

**UNFINISHED BUSINESS:**

- a) **COVID – 19 Update and Impacts:** **Chief Stange** explained that the District has had multiple staff and volunteers fall ill. Some have tested positive for COVID-19 and others have been unable to locate a test. He added there have been workplace exposures as well as one hospitalization. Chief Stange stated that due to the prevalence of sickness in our ranks and the inability to test, the week of January 10<sup>th</sup>, all activities not directly related to incident response, were suspended. He added staff has transitioned to remote work, virtual drills, and the postponed meetings. He hopes this will be a brief disruption. Chief Stange stated the CDC had provided a continuum of options for work exclusion for healthcare providers. He added the three steps include conventional, contingency, and crisis response. The District has adopted the CDC guidance to provide a framework for our work and response exclusions.

- b) ODF Boundary Change: Chief Stange** stated ODF first approached our Board in 2019 to discuss an area west of Monmouth that their assessment revealed met the definition forestland that they are tasked with protecting. In order to fulfill the mission of the Department, they would like to include it in their boundaries. Chief Stange added ODF is not interested in doing so without the support of the Fire District. Chief Stange stated that Jeff Classen and Ted Erdmann from ODF is attending the meeting in order to answer questions and solicit support to include a portion of our District into ODF's protected land.
- Ted Erdman stated that ODF is interested in getting a letter on letterhead from the Fire District stating that the District is in favor or not in favor of moving the boundary. He proceeded to explain where the boundaries would move to.
- Ted Erdman explained some pros and cons to this decision.
- The one con would be that the District would lose revenue.
- The pro would be that ODF will pay for large fire assets; such as crews, equipment and air. Ted Erdman added that the Fire District and ODF would work together in the event of a wildland fire.
- President Lippsmeyer** stated that 2 years ago at the last presentation the Board was asking how much of a loss would the District see.
- Chief Stange** stated approximately \$15,000 annually.
- President Lippsmeyer** stated larger land owners are in favor of this decision.
- Chief Stange** stated that this decision is not made by our Board, ODF is looking for support only.
- President Lippsmeyer** if we support this decision, what is the procedure.
- Ted Erdman** stated first there is an administrative rule process with the State to move the boundary. Second is public outreach, which would affect approximately 100 land owners.
- Secretary Von Derahe** asked if this goes through, does ODF take over all fire coverage.
- Ted Erdman** stated that Polk Fire and ODF would work together.
- Secretary Von Derahe** asked when the larger assets would come into play.
- Ted Erdman** stated when the fire is a threat to land that we protect.
- President Lippsmeyer** asked if there were any other questions.
- Director Cole** motioned to support ODF with the moving of the boundaries.
- Director Miller** second.
- President Lippsmeyer** All in favor, none opposed, carried – Motion approved.
- c) Ambulance Rate Increase (Resolution 2022-01) Chief Stange** presented Resolution 2022-01 A Resolution Increasing Ambulance Rates, Effective February 1, 2022. A rate sheet and chart of comparing rates from other agencies was attached. Chief reviewed the chart of comparisons of other agencies.
- President Lippsmeyer** read aloud Resolution 2022-01, A Resolution Increasing Ambulance Rates, and Effective February 1, 2022. All in favor, none opposed, carried – Resolution approved.

#### **NEW BUSINESS:**

- a) Station 90 Window Replacement (Budget Item 7090r) Chief Stange** explained as per Article 13: Administrative Policy, Section 13.6, it is his responsibility to notify the Board prior to making purchases over \$20,000. Because it is less than \$100,000 it does not require Board action. Chief Stange stated he intends to sign a contract with A Hammer Above for \$24,800 in order to replace the downstairs windows at Station 90. He added the downstairs windows are original when the station was constructed in 1992 and are not energy efficient and some are rotting. Chief Stange added we budgeted \$18,000 for this project, but due to the cost of materials

increasing we will end up spending closer to \$25,000 on this project. In order to adsorb the increase in cost we will defer other expenses budgeted for under Capital Outlay.

- b) **Purchase of new EZ Load Gurney (Budget Item E-7058) Chief Stange** stated we will be moving forward with the purchase of one new EZ load gurney. He added the budgeted amount is \$18,000 and the quote from Stryker is for \$16,789.53
- c) **Purchase of new Cardiac Monitors (Budget Item E-7089) Chief Stange** stated the District owns five cardiac monitors. Three are deployed on our ambulances, one is on our first out engine at Station 90, and one is on a staff vehicle that can be used for quick response. Two of the monitors are no longer supported by the company and parts and batteries are increasingly difficult to get. The District applied for a grant to replace these monitors but did not receive it. We budgeted \$90,000 in the FY 2021-22 Budget to purchase three new monitors. One of the vendors, however, offered to give trade in discounts for all five monitors. Since the monitor in the staff vehicle is almost never used, it was determined that it would be more beneficial to trade in all five monitors and purchase four new ones to be used on the three ambulances and the engine. Our EMS Committee evaluated both Zoll and Lifepack monitors. They took into account many factors in their decision making process and ultimately recommended the District purchase Lifepack monitors. The quote for four Lifepack monitors after credits for trade-ins is \$90,858.39 which includes the first year of a service contract. This is within budget and \$35,000 to \$45,000 less than the cost of four Zoll monitors. As per Article 13: Administrative Policy, Section 13.6, it is his responsibility to notify the Board prior to making purchases over \$20,000. Because it is less than \$100,000 it does not require Board action. He intends to make the purchase of four Lifepack monitors by Stryker as budgeted for under E-7089 from the Reserve Fund.
- d) **Purchase of new CPR Devices (Budget Item E-7070) Chief Stange** stated Mechanical CPR (mCPR) devices are becoming a new standard of care and are particularly beneficial to agencies like ours who depend on volunteer response to have adequate personnel for the workload required on CPR calls. Like the cardiac monitors, the District applied for a grant, but did not receive it. We budgeted \$50,000 in the FY 2021-22 Budget to purchase three mCPR devices, one for each ambulance. Our EMS Committee evaluated three mCPR devices, Defibtech (Lifeline), Autopulse (Zoll), and Lucas (Stryker). They took into account many factors in their decision making process and ultimately recommended the District purchase three Lucas devices. The quote for three Lucas devices is \$43,043.02. As per Article 13: Administrative Policy, Section 13.6, it is his responsibility to notify the Board prior to making purchases over \$20,000. Because it is less than \$100,000 it does not require Board action. He intends to purchase three Lucas mCPR devices by Stryker as budgeted for under E-7070 from the Reserve Fund.
- e) **Purchase of new Ambulance (Budget Item E-7056) Chief Stange** stated we have budgeted to replace one of our ambulance. The patient compartment on the one being replaced was initially purchased in 2006 and has been mounted on two different International chassis in its lifespan. Technology, layout, safety, and materials used in patient compartments has changed since it was built 15 year ago. This chassis has frequent, expensive repairs. Our last two ambulance purchases have included Ford F-550 chassis, which have worked very well. We intend to purchase a new ambulance which will

include a new patient compartment as well as a new Ford F-550 chassis. We recognize that this will take around a year to receive. We budgeted \$240,000 for this purchase. Chief Mayfield has been working with four vendors, Road Rescue, Braun NW, Lifeline, and Horton. Some of the specifications included in the bids we requested were items such as powerload gurney wiring, a Knox Medvault, non-fabric front seats, a 360 exterior camera system, and liquid spring suspension. The total with tax, additions, and pre-payment discounts are as follows:

- Road Rescue: \$207,867
- Horton: \$242,505
- Braun NW: \$259,440
- Lifeline: \$264,345

You will note that one bid is drastically lower than the rest. Road Rescue would be serviced through True North in Hillsboro. We have not had good experiences with this shop. In addition, one of the ways they were able to reduce the cost of the unit was by using less material on the walls of the patient compartment. The vendor could only point us to two agencies in the State who have received ambulances from them and another two who have made an order but have not yet received one. Of the remaining vendors, we have not had the best experiences with Braun NW. Lifeline has worked well for the City of Dallas and the mechanic who works on our ambulances has received training directly from Lifeline. Horton has produced the patient compartments for the other two ambulances we own. We have been very pleased with the craftsmanship and reliability of their product. They are recognized as a leader in the industry. It is the opinion of Chief Stange and Chief Mayfield that the District proceed with the purchase of this ambulance through Horton. Although a couple thousand dollars above the budgeted amount, other expenditures in the Reserve Fund will fall under budget and no adjustments will be needed. As per Article 13: Administrative Policy, Section 13.6, budgeted purchases over \$100,000 require Board approval.

**Options:**

1. Ask staff to report back in order to respond to specific questions the Board has.
2. Approve the expenditure of \$242,505 to purchase a new ambulance from Horton.

**Recommendation:** Staff recommends option 2.

Discussion on the cost of a rechasis vs a new ambulance in regards to savings, how many times one can rechasis and the timeline for the life of the ambulance.

**Secretary Von Derahe** – Support of new medic.

**Vice President Hamilton** - Support of new medic.

**Director Cole** - Support of new medic.

**Director Miller** - Support of new medic.

**President Lippsmeyer** - Support of new medic.

**Director Cole** – Motion the approval of \$242,505 to purchase a new ambulance from Horton.

**Secretary Von Derahe** – Second

**President Lippsmeyer** - All in favor, none opposed, carried – Motion approved.

- f) **Apparatus Replacement Planning Chief Stange presented Equipment Reserve Fund Planning.** Chief Stange reviewed the Equipment Reserve Fund explaining items purchased through the Reserve Fund and the current age of the Districts fleet. Chief Stange reviewed short term priorities (less than 5 years), medium term priorities (5-10 years), and long term (10 years +) priorities. The priority system explains a timeline when replacement will need to happen or upgraded.

**CHIEF'S REPORT:**

- a) **Review of certifications received in 2021 – Chief Stange** stated he would report on certifications received in the next month's report. He added there were 94 certifications in 2021, 66 were DPSST Certifications. Chief Stange stated that 2% of all DPSST Certifications were of Polk County Fire.
- b) **Holiday Party – Chief Stange** stated the Christmas party went well. He added Santa came, families and children all had a good time. Chief Stange stated that Bob McMillian prepared the food for the dinner and others brought side dishes.
- c) **Fitness Improvement Team – Chief Stange** stated our first Fitness Improvement Team consisting of Chief Neal Olson, Chief Ben Stange and Firefighter/Paramedic Evan Allen met on January 5<sup>th</sup>, 2022. Chief stated that a Mission Statement was established.
- d) **Upcoming academy – Chief Stange** stated the next academy will begin in February.
- e) **Notable incidents – Chief Stange** stated there were several crashes during the cold days. Also, he added there was a fire at WOU housing unit.
- f) **Member of the month – Chief Stange** stated Brady Anderson was presented with the member of the month. Brady is enrolled in the Paramedic program at Chemeketa College and responded during staff shortage and helped in getting an ambulance out for calls.

**TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:** Nothing at this time.

**PUBLIC COMMENTS:** None at this time.

**BOARD MEMBER COMMENTS:**

**Director Miller** – Stated that the SAFER Grants are open and was wondering where we are in regards to that.

**Chief Stange** – Stated we are couple weeks out.

**Director Cole** – Nothing at this time.

**Secretary Von Derahe** – Thanked the EMS Committee for staying on top of calls with the Covid out-break, all the time and work dedicated in the decision of heart monitors and new ambulance. He was glad to hear about the Fitness Team.

**Vice President Hamilton** – Nothing at this time.

**President Lippsmeyer** – Thanked everyone for their hard work.

**EXECUTIVE SESSION:** According to ORS 192.660. If necessitated by business. None

**ADJOURNMENT:**

**President Lippsmeyer** adjourned the regular board meeting 7:45pm.

Minutes by Mary Carlson.