

POLK COUNTY FIRE DISTRICT NO.1
REGULAR BOARD MEETING
November 9, 2017
5:00pm – Central Station

BOARD MEMBERS:

Vice President Mike Lippsmeyer
Secretary Joe Franko
Director Dennis King

ABSENT:

President Tom Snair
Director Freeman Stutzman

STAFF:

Fire Chief Ben Stange
DC Neal Olson
Office Administrator Susan Shepard
Office Assistant Mary Carlson

ABSENT:

DC Mike Mayfield

MEETING CALLED TO ORDER

Vice President Lippsmeyer called the meeting to order at 5:00 pm followed by the Pledge of Allegiance. Board Workshop will immediately follow board meeting.

Note: Minutes will be recorded and kept for 60 months.

AUDIENCE REQUESTING TO ADDRESS THE BOARD

Please sign Request List to address the Board.

OPEN FOR PUBLIC COMMENT ON AGENDA ITEMS

None at this time.

CONSENT AGENDA

- A) Approval of Disbursements for October 1-31, 2017.
- B) Finance report for the month of October 2017.
- C) Approve October 12, 2017 Regular Board Meeting Minutes.
- D) Approve October 12, 2017 Board Workshop Minutes.

Vice President Lippsmeyer – Asked how the Board would like to take the Consent Agenda.

Secretary Franko – Stated to take the Agenda as a whole.

Director King – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

UNFINISHED BUSINESS

- A) **Standard of Cover** – 2nd Workshop for review will follow Board Meeting.

NEW BUSINESS

- A) **Audit for 2016-17 – Tom Glogau**, District Auditor, provided a handout to the Board that showed a financial summary for the last 2 years. Mr. Glogau stated the Fire District is in a sound position and to note the smiley faces on the report which is to represent that the District met the benchmarks established. Mr. Glogau reviewed the summary for the General Fund and stated the dollars are slowly increasing, which means the District is living within the budget. He added, the dollars for ending balances have also been increasing through the years, and financially everything is running smoothly. He complimented Susan for making the audit team's task easier by having the pre-documents completed and answers to the questions they might have.

Mr. Glogau – Asked if the Board had any questions.

Vice President Lippsmeyer – Asked Mr. Glogau if he foresees any changes in the laws of either state or accounting.

Mr. Glogau – Stated he does not see any changes in the future, because the District is supported by property taxes and that is not going to change.

Vice President Lippsmeyer – Asked if there were any other questions. No questions asked.

Vice President Lippsmeyer - Asked the Board for a motion regarding the 2016-17 Audit.

Director King – Motioned to approve the 2016-17 Audit as presented.

Secretary Franko – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

- B) **Parking Request of Government Vehicle** – **Chief Stange** received a request from a military recruiter to park his government vehicle in our lot. The recruiter used to park at the military academy on the Western campus. Chief Stange stated, if approved, he would ask him to park in the back of the lot and sign a waiver for damage and/or theft. He added he did not see an operational impact of this request so he is presenting it as a Board decision on acceptable use of our grounds and facility. Chief Stange stated the only thing the Board needs to consider is the “me too” affect.

Director King – Asked if we would be getting a hold harmless agreement.

Chief Stange – Stated he would be checking with SDAO for advice on the agreement.

Vice President Lippsmeyer – Agreed with Director King, especially should the situation change.

Director King – Motion to accept request for the military recruiter to park in our lot with a signed waiver for damage and/or theft.

Secretary Franko – Second.

Vice President Lippsmeyer – All in favor, none opposed, motion carried.

CHIEF’S REPORT

- A) **DPSST Accreditation** – **Chief Olson** explained DPSST comes in approximately every three years and evaluates the training division. They are reviewing training records and seeing that personnel is meeting required trainings. DPSST is accredited by the NFPA guidelines.
Vice President Lippsmeyer – Asked if there were any recommendations to add to our training.
Chief Olson – Stated there were not.
Chief Stange – Stated they took some things that we have implemented.
Chief Olson – Added they took the Score Board program that we use as an example, and a larger spread sheet that shows training levels and classes required for each accredited level.
- B) **Surplus Update** – **Chief Stange** stated the bays are clearing out. He added this last auction has brought in over \$4,000.
- C) **OFDDA Conference** – **Chief Stange** reported it was a good conference in Ashland. Chief Stange attended a class about passing levies and bonds and another class about volunteer recruitment. Chief Stange stated the second day he attended a daylong presentation and workshop by the first due engineer on a fire in Charleston South Carolina that killed nine firefighters. Chief Stange added the engineer had some powerful messages and he purchased books and a DVD that the shifts have been sharing.
- D) **OFSOA Conference** – **Susan Shepard** stated it was a good conference with very informative classes. It was the 25th Anniversary of OFSOA so there were several special happenings throughout.
- E) **Member of the Month** – **Chief Stange** stated the member of the month is Jordan Guevarra. He added Jordan has been with the District for exactly one year. Chief Stange reported Jordan has responded on 47 calls for 2017. He added Jordan comes through the offices multiple times a week asking what he can do to help and then is here if a call should come in.
- F) **Notable Incidents**
- Chief Stange** reported we responded on 220 calls for service in October.
 - Chief Stange** added that by the end of October we were 13% over our call volume from last year.
 - Chief Stange** reported for 2016 we responded to 2314 calls and as of today, we are at 2254 with 51 days to go.

d) Code Save –

Chief Stange stated that on the morning of October 31st at 6:00 am, B-Shift responded to a CPR call at a rehab facility in town. The crew was in route within 1:21 seconds of dispatched and on scene within 3:29 minutes. Chief Stange stated once the crew was on scene the crew requested the rescue to respond. Chief Stange stated after several rounds of CPR the patients pulse returned and she was transport to Salem Hospital. Chief Stange reported the patient is in the hospital, in stable condition, and called this morning and spoke to Chief Mayfield expressing her appreciation. At this time, Chief Stange asked the crew on this call to come forward; Adam Chinnock, Stephen Hoem, Scott Edinger, Kyle Hansen, Rylan Siroshon, Jordan Guevarra, Travis Smith, Kevin Pettner and Captain Mike Kissell and presented them with a Lifesaving Coin and a letter of recognition.

MVA on Hwy 99-

Chief Stange reported on October 29th at 8:00 am there was a head on accident on Hwy 99. He stated the extrication was very technical and very complicated. It took an hour and six minutes to free the patient. Chief Stange added due to the long extrication time, medics performed some very advanced, very aggressive intervention on the patient while he was still in the vehicle. He added that our medics saved his life. Chief Stange did a presentation to the crew on this call; Medics Jack Westerman, Scott Edinger and Kevin Pettner. He added Adam Chinnock, Jordan Guevarra, Kyle Hansen, Stephen Hoem, Tyson Janssen, Robert Kempfer, Captain Mike Kissell and Brenden Shellito performed the extrication.

Structure Fire-

Chief Stange reported we had a structure fire last Saturday November 4th at 4:30 pm. Chief Stange reviewed the stats and added that in 10:14 seconds we had 16 people on scene. Chief Stange stated the structure was a triplex with a common attic that the fire had gotten into. He stated the unit with the largest impact of the fire was ruined, the next unit over had some smoke damage but no water damage and the unit on the end was unharmed. Chief Stange stated all smoke detectors were working and all occupants evacuated safely.

TOPICS FOLLOWING THE PREPARATION OF THE AGENDA

Chief Stange stated he will report for Firefighter Greenhill, since he had to leave on a call, that the ‘Fill the Boot’ campaign had another successful year and people were very generous.

PUBLIC COMMENTS

None at this time.

BOARD MEMBER COMMENTS

Director King – Stated we have a good team that works together well.

Secretary Franko – Agreed and thanked everyone.

Vice President Lippsmeyer – Thanked everyone.

Board Meeting adjourned at 5:30pm – Board Workshop to follow.

Minutes by Mary Carlson