

**POLK COUNTY FIRE DISTRICT NO.1**  
**Board of Directors**  
**October 12<sup>th</sup>, 2023**  
**6:00pm – Central Station**  
**Location: 1800 Monmouth St., Independence, Or 97351**

**Also Virtually at:**

<https://us02web.zoom.us/j/83280363029?pwd=NGRDbTVmOHJNMIRQR3ZSV055Um1wZz09>

**Meeting ID: 832 8036 3029 - Passcode: 801072**

President Jeff Hamilton	Chief Ben Stange
Vice President Cord Von Derahe (Virtual)	DC Neal Olson (Absent)
Secretary Mike Lippsmeyer	DC Frank Ehrmantraut (Absent)
Director Curtis Cole	DC Troy Crafton (Absent)
Director Dan Miller	Office Administrator Stephanie Hale
	Office Assistant Tirzah Romero-Reddick

**CALL MEETING TO ORDER, PLEDGE OF ALLEGIANCE:** Anyone wishing to address the Board please sign the sheet on the back table with your name and topic that you would like to discuss. If you are online, please use the raise hand feature when it comes time for public comment. Comments are limited to three minutes but the Board welcomes additional information in writing. Typically, a speaker's comment is taken under advisement to allow time for the Board to review an issue, however, the Board may ask a speaker for additional information or may convey to the speaker some information that addresses their comment.

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 September 14, 2023 Regular Board Meeting Minutes
- 3) Financials:
  - 3a. Approval of Disbursements for September 1-30, 2023
  - 3b. Finance report for the month of September 2023

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

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

**Secretary Lippsmeyer** – Second.

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

**Secretary Lippsmeyer** – asked, about the vacation sell back and why is was at 200%

**Chief Stange** – stated, this was due to Evan Allen leaving and having paid out his vacation time.

**UNFINISHED BUSINESS:**

- a.) **Purchase of Ambulance (Purchase Complete and Ambulance Received)** – Chief Stange stated the new ambulance is licensed, equipped, and ready to go. The final cost is approximately \$260,729.51. There are a few new amenities on the new ambulance. There are harnesses in the back for personnel so they can still do patient care and be restrained as well. There is a 360-degree camera for backing up. It also has a liquid spring suspension for a smoother drive down the road. The life packet also has a mounting bracket instead of just setting it on the bench. Triband radio was installed and we will be able to communicate with Yamhill, Salem and locally, thanks to the Homeland Security Grant received. It should be on the road in the next few days.

**NEW BUSINESS: None at this time.**

**CHIEFS REPORT:**

- a.) **Staffing Update – Chief Stange stated** Evan Allen has left, as previously discussed. Josh Dalrymple is leaving soon to work for the state (Oregon Department of Emergency Management), after working for PCFD for 23 years. In the testing process, 5 people applied for Engineer/Paramedic, and 35 applicants for Firefighter/EMT. There will be a 2-day assessment on October 25<sup>th</sup> and 26<sup>th</sup>. The goal is to hire enough personnel for there to be 6 staff on shift. Tirzah is also leaving PCFD to move to Connecticut. There is a need to fill the office assistant position as well. Temporarily through June of next year, it will continue to be a part-time position. However, after June, for next year's budget, it was decided the office assistant will be a full time position.
- b.) **ASA Update – Chief Stange stated** every service provider at the meeting and people from the County acknowledged it was inaccurate. The plan is to move forward. The ASA Committee is looking to see where SW Polk Fire will receive an Ambulance Service Area (ASA). The debate is how big that area is going to be and to ensure it will not affect Dallas and affect their revenue.
- c.) **Strategic Planning Schedule – Chief Stange stated** this was budgeted for this year. Chief Stange met with a consultant that has worked with City of Independence and City of Monmouth. Chief Stange spoke with law enforcement officers from both cities. Since they had very good things to say about this consultant and Chief Stange has decided to move forward with this individual. In a couple weeks, more details will be available. However, by February, March, and April the strategic planning will take place with career staff, volunteers, and the Board.
- d.) **Stephanie Hale – OFSOA Level 1 Accreditation – Chief Stange stated** Stephanie obtained an Accreditation.  
**Stephanie Hale – stated** she took multiple classes, communications, finances, interpersonal dynamics, and office management. She is continuing to work on her remaining eight credits for her Level 2 Accreditation. She just returned from a weeklong conference in Hood River. She has been elected as the Treasurer as well as being Communications Chair for the OFSOA Board.
- e.) **Weekend Trainings – Chief Stange stated** Capt. Shellito lead two trainings. There was a ladder truck class two weeks ago on Aerial Operations. There were half a dozen officers and engineers all day for that training. Last weekend Capt. Shellito worked with Brady Andersen and Lt. Chinnock for the Firefighter Survival Tech class, including four recruits.
- f.) **First Responder Class – Chief Stange stated** Chief Ehrmantraut received a grant to teach an EMR class regionally. A lot of it is online, however what is in-person will be held at Sta. 90. It is more than a First Aide certification but less than an EMT Basic. 15 people signed up, not just from PCFD but also from Southwest Polk, Dallas, and one individual from Jefferson.
- g.) **Seattle Stair Climb this March – Chief Stange stated** there are nine people from PCFD participating. Planning on ways to fundraise for this event. Most of them are volunteers. PCFD offered to pay for their registration but they have to train, participate, and also fundraise for the event.
- h.) **Notable Incidents – Chief Stange stated** there have been quite a few codes, and have been transported. Independence Police Chief Mason said it was very different than it was 20 years ago. He commented that the paramedics are very smart and work so well.
- i.) **Member of the Month – Chief Stange stated** the member of the month for October is Capt. Chad Paoli. He was nominated by a volunteer officer. He has been spending a lot of time with the volunteers, helping them with the apparatus they use, making sure tools are well marked. He has been working in good collaboration with them.

**TOPICS FOLLOWING THE PREPARATION OF THE AGENDA:**

Chief Stange had Capt. Rusher model the Union's October Breast Cancer Awareness T-shirt. They are selling them and proceeds go to the Susan B. Anthony Organization.

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

**BOARD MEMBER COMMENTS:**

**Director Miller** – Good that you have so many applicants.

**Secretary Lippsmeyer** – Congratulations to Stephanie on her hard work and accomplishments

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

**ADJOURNMENT:**

**President Hamilton adjourned the meeting at 6:22 pm**

**Minutes by Tirzah Romero-Reddick**