

**NORTH LINCOLN FIRE & RESCUE DISTRICT #1**

**Board of Directors Meeting – Minutes  
August 14, 2024**

**\*\*\* APPROVED \*\*\***

<b><u>Attendance:</u></b>		
<b>Board Members:</b>	<b>Staff:</b>	<b>Guests:</b>
#1 – Nancy Oksenholt	Fire Chief Rob Dahlman	
#2 – Tim Beatty	Office Admin/HR Krista Bond	
#3 – Eric Creighton	Admin Assistant KrieAnn Kudar	
#5 – Dan Drayton	<i>GoToMeeting:</i>	
	Deputy Chief/Fire Marshal Cody Heidt	

Board President Tim Beatty called the Board of Directors to order at 4:00 p.m. and announced that the meeting was being recorded. All present stood to recite the Pledge of Allegiance and afterwards President Beatty asked Chief Dahlman if he had received any public comments by phone, mail, or email. Chief Dahlman replied that he had received two thank-you notes: one submitted online that praised the actions of Capt. Chaffer, FF Heredia, and FF Sims, and the other thanking Capt. Wakefield, FF Bowers, and FF Rainforth for their response; it was accompanied by a donation of \$100.00.

**Approval of Minutes**

**7/10/2024 Board Minutes**

The Board Minutes of 7/10/2024 were presented for approval.

Dan Drayton made a motion to approve the Minutes as presented; Eric Creighton seconded the motion. The motion passed. **(See Motion #1)**

**Review of Financial Statements**

**Banking**

Secretary/Treasurer Dan Drayton confirmed that he had reviewed the Banking Reconciliation.

**Financial Statements**

The Board reviewed the monthly financial statements. Chief Dahlman stated that we are 8.3% of the way into the year. Temporary Employees are paid for by the \$35,000 State grant money, Overtime is due to personnel being on Conflagration, and Workers Comp was paid up front for the fiscal year. Eight sets of turnouts have been purchased.

Nancy Oksenholt made a motion to approve the monthly financial statements as presented; Dan Drayton seconded the motion. The motion passed. **(See Motion #2)**

## Budget

None.

## Old Business

None.

## New Business

### **Item #1 – Appoint member to Civil Service Commission for a 4-year term.**

The Board was informed that Bob Gibson had volunteered to serve a subsequent 4-year term on the Civil Service Commission.

Nancy Oksenholt made a motion to approve the re-appointment of Bob Gibson to a 4-year term on the Civil Service Commission; Eric Creighton seconded the motion. The motion passed.  
**(See Motion #3)**

## Local Union 5169 Report

None.

## Committee / Staff Reports

### Training

Some highlights from DC Bickerdyke's report are below:

- July training hours – 458.
- July's Crew Performance Standards training was suspended due to lack of consistent staffing (conflagration deployment).
- We are in the process of rebuilding our Vector Solutions site – it is the District's learning management system and it will be made more capable for tracking and scheduling training.

### Fire Marshal

Some highlights from DC Heidt's report are below:

- He has begun the short-term rental (STR) inspections and will be assisted by Bob Wentz.
- The fire at Bill's Smokehouse is being investigated by OSFM.
- He was gone on the Falls Fire Conflagration July 14-25.

## Chief's Report

Chief Dahlman went over some of the highlights of his report which was included in the Board packet:

- EMS report:
  - 11 transports in July – all billed through Tactical Billing.
  - Ambulance transport dollars received FY 2024/2025 is \$1,948.
  - 65 transports in some level of billing with PWA, will be reviewed.

- Monies received in July:
  - \$ 1,948 Ambulance collections
  - \$ 1,900 STR Inspection
  - \$ 2,130 EF Recovery (250 collections)
  - \$ 1,000 Plan review fees
  - \$ 820 Surplus sales
- Summer Staffing Grant:
  - OSFM Grant Summer Staffing started July 5<sup>th</sup>; two Volunteers are now Temporary part-time employees. They work out of the Rose Lodge station Friday/Saturday/Sunday 10:00 a.m. to 10:00 p.m., running on all calls in that area.
- Building and Equipment Maintenance:
  - Capt. Brenneman is being kept very busy. Capt. Schroeder is assisting him and working on facility maintenance.
  - The fence installation at Station 16 is scheduled for September.
  - 2009 Pierce engine had significant repairs due to not being driven and when on calls, not in a high idle mode. Cost \$22,000 to repair.
  - All SCBA packs annual testing completed by Capt. Maestas.
- Alarm Responses:
  - 308 alarm responses in July, up 1% from 302 alarms in July 2023. 1,959 alarms to date in 2024, down 1% from 1,971 this time last year.
- Financial Audit:
  - Audit of FY 2023/2024 has begun; requested documents for the year are being sent as they come in. Onsite visit scheduled for September 4<sup>th</sup>, requested President Beatty and Secretary/Treasurer Drayton be present.
- OSFM Tender:
  - The new tender was picked up yesterday and is in quarters, needs radio equipment; it will be kept at Station 16. It belongs to the State, will be ours for three years, then will renew for three years; they give us \$3,500 a year for maintenance, and will probably turn the tender over to us after six years.
- Personnel and Hiring:
  - Six Volunteers are in first-year training, three of them are water rescue only. Roster now has 20 active Volunteers.
  - Five full-time employees are in their first-year probation.
  - Two applications pending for Volunteers.
- FYI Information:
  - We went on three conflagrations, one immediate response, and one pre-positioning assignment, where we ended up responding to three locations.
  - Short-Term Rental (STR) inspection program is in progress.
  - ISO inspection was completed; they are asking for additional information from us and the City. Once they receive the requested information, it will take about six months to have the grading updated.

- Statewide, Oregon has 13 conflagrations, the record set in 2020 is 14. Total of 1.7 million acres of land burned at a cost of a record \$26 million, and the situation could ramp up starting next weekend through September.
- We are sending about 13 people to Collections due to unpaid ambulance bills from 2022.
- Valley Credit is working about 25 collections for unpaid non-district MVC calls and three unpaid fines for reinspections of properties by the Fire Marshal.
- The Health and Wellness and Mental Wellness program is in progress.
- The new Ford F-250 truck is still in development, lighting is completed, waiting for radios.
- Pending grant applications:
  - Assistance to Firefighter Grant (AFG) – 15 sets of turnouts.
- County Disaster Preparedness grant was awarded and the funds were spent on additional Jackery Power units and solar panels.
- The next big project for the District is reviewing and updating our Standards of Coverage Document from 10 years ago.
- Labor negotiations is completed and contract has been signed.
- We will be receiving an additional \$2,400 reimbursement from the Echo Mountain Complex Fire.
- The City would like to schedule a joint Lincoln City/NLFR meeting in late October or early November to follow up on last year; Chief Dahlman, DC Heidt and the Public Works director. We need to prioritize the deficiency of hydrants on Regatta Way.

### For the Good of the Order

- None

### Call for General Public Comments for Non-Agenda Items

None.

Dan Drayton made a motion to adjourn the meeting; Eric Creighton seconded the motion. The motion passed and the regular session was adjourned at 4:32 p.m. **(See Motion #4)**

*The Minutes were taken, transcribed, and submitted by KrieAnn Kudar, Administrative Assistant*

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #1 and Voting Record

Date: 8-14-2024

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton	X	Eric Creighton
	Jamie Wright		Jamie Wright
X	Dan Drayton		Dan Drayton

MOTION: To approve the Minutes of the 7/10/24 Board meeting as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #2 and Voting Record

Date: 8-14-2024

Motion Made By:		Motion Seconded By:	
X	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton		Eric Creighton
	Jamie Wright		Jamie Wright
	Dan Drayton	X	Dan Drayton

MOTION: To approve the monthly financial reports as presented.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #3 and Voting Record

Date: 8-14-2024

Motion Made By:		Motion Seconded By:	
X	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton	X	Eric Creighton
	Jamie Wright		Jamie Wright
	Dan Drayton		Dan Drayton

MOTION: To approve the re-appointment of Bob Gibson to the Civil Service Commission for another 4-year term.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	

NORTH LINCOLN FIRE & RESCUE DISTRICT #1

Motion #4 and Voting Record

Date: 8-14-2024

Motion Made By:		Motion Seconded By:	
	Nancy Oksenholt		Nancy Oksenholt
	Tim Beatty		Tim Beatty
	Eric Creighton	X	Eric Creighton
	Jamie Wright		Jamie Wright
X	Dan Drayton		Dan Drayton

MOTION: To approve adjourning the meeting at 4:32 p.m.

	FOR	AGAINST	ABSTAINED	COMMENTS
Oksenholt	X			
Beatty	X			
Creighton	X			
Wright				absent
Drayton	X			

RESULTS

PASSED	FAILED
X	