

**Crooked River Ranch RFPD
6971 SW Shad Rd
Terrebonne, OR 97760-9250**

October 12, 2023

A Board Workshop meeting of the Crooked River Ranch Rural Fire Protection District Board of Directors took place on Thursday, October 12, 2023, at 6:00 pm, at the Crooked River Ranch Fire District Fire Station, located at 6971 SW Shad Road Crooked River Ranch, Oregon.

Board Workshop Minutes

1. Called to Order at 6:30 pm by Director Norberg. Director Costigan completed the roll call, and the following individuals were in attendance: Directors Gayheart, Costigan, Norberg and Pahl. Director Palmer was excused. Also, in attendance was Fire Chief Sean Hartley, Administrative Assistant Dana Schulke and Captain Adam Wiley. There were no members of the public in attendance.

1.1 Flag Salute – done by Director Pahl

2. Discussion on future apparatus plans for the District - at this time Chief Hartley had a Power Point presentation of the topics listed below that he wanted to review with the Board. He reviewed our current fleet the District has, Chief Hartley reviewed with the Board where we are now with the apparatus, what we have coming and what we need to start thinking about for the future for apparatus. There were questions from the Board as the condition of all of the apparatus, how old each vehicle is, when we were getting our new fire truck from the State, etc. Chief Hartley stated to the Board that we are thinking of donating the 5-ton military vehicle to the Lower Bridge Rangeland Protection District or Alfalfa Fire District as they could really use it. The Chief asked the Board for their input on this, and it was suggested by Director Costigan to get an estimated value of the 5-ton to be transparent with our constituents, before we donate it to the Lower Bridge Rangeland Protector District. The Chief also stated to the Board that in speaking with other agencies we may want to think of going with a used fire truck through Brimley Mountain instead of purchasing a new one for the future , as it is taking up to 4 years to get a new fire truck from the vendors. There was discussion on which apparatus would be rotated into reserve status, etc., once we receive our new fire truck from the State. He then discussed with the Board about specking out a new Ambulance in 2027/28 to get a new one by 2030 and the market for used ambulances is fairly good, so we could sell 572. Director Costigan stated to the Board that they need to factor in the milage, maintenance, personnel costs when we go to purchase our next apparatus as our money is really tight. This will be a project for the Board to work on, along with reviewing our milage rates for our services in the future for people that live in the RV parks here that do not pay property taxes, rescues out of the canyon, etc. More discussion ensued regarding the current apparatus. Chief then moved on to the next topic.

3. Discussion on strategic plan vision statement for the District – Chief stated that once we get past the voting of the Levy in November, we will be going down one of two paths. If it does pass, we will work on our strategic plan for the next five years. If it does not pass, we will put the Levy out for voting again in May 2024 . Then we will work on the strategic plan after that. When the Chief was at the National Fire Academy, one of the main topics discussed was who should set the vision statement for your Districts? It was stated that our elected officials of the District should set a vision statement. Do we want to add

specifics to it? Discussion ensued about the District's needs for additional staff , such as adding additional showers in the women's restroom, additional locker space, etc. This is going to be a big project and we will have to figure out how to make it all work within the next few years. This will be a topic when we go to sit down and talk about our next 5-year plan. The Chief stated we also need to look at our Core Values and trim them down to 3-5 max. He wanted to plant the seed with the Board on this to start thinking about all this.

4. Discussion on Civil Service Rules for the District – The Attorney has reviewed the drafted Civil Service Rules and has made some edits. The Chief stated that one of the necessary items we need to do is a Resolution because the Board is appointing the commission members and approving the rules. By November we should have the rules all updated and we can have another Civil Service meeting with the members to review and discuss the next hiring process with them. There will be language in the rules for when we only have one candidate apply, along with other situations. The Resolution should be ready to be adopted at the Board meeting next week.

5. Discussion on proposed supplemental budget - The Chief stated there were three pieces of information regarding this topic. One was the VFA grant which we applied for last year (which is a 50/50 match grant) for VHR mobile radios , of which we were awarded. These funds came be brought into the current budget through a Resolution. The Dorm upgrade is the second piece to this topic. We have received one quote back from a cabinet company, which was just over \$20K just to do three locking cabinets, the bed frames, and a desk. We are waiting for two other quotes to come in. So, we will have to push off doing a supplemental budget until we receive the other quotes, so we know what amounts we are dealing with. The third piece to this is that we have an opportunity to go in 50/50 with the Volunteer Association to purchase refurbished extrication tools. Our current tools are old, and the new tools would be hydraulic, which would really help us out. The Association would cover \$7,902.50 and we would cover the other half of that. This would be a turnkey ready to go set along training time on how to use them. With that said, because we have no line item for Capital Purchases – Tools, we have to print out a summary to the public. So, we will have to do this at the November Board meeting, or schedule a Special Meeting sooner, as we did not have enough time to advertise it in the papers, etc. Discussion ensued regarding using extrication tools on electric cars.

6. Questions/Comments/Concerns from the Board - Director Norberg stated that she would like to draft a Board policy on voting, such as electing Board officials for the water company. She would like to bring this up as a topic at the Board meeting next week. Other topics to be discussed at the meeting next week were mentioned by Dana. The Chief stated we also received Redmond Fire's postcards voting for their Levy and they should not have been mailed out to our Ranch residents. He asked that we share the social media post of apology from Redmond Fire with everyone. The Chief stated that he has our PIO, Grant Caudel, working on our mailing card to send out to registered voters regarding our Levy information.

7. Adjournment of the meeting ended at by Director Norberg @ 7:39 pm