



# EAST UMATILLA FIRE & RESCUE

**BOARD MEETING**  
**October 19, 2023, 7:00 PM**  
**Weston Fire Station**  
**103 W. Main Street**  
**Weston, OR 97886**

<b>Mission Statement</b>			
East Umatilla Fire and Rescue is committed to preserving life, property, and the environment by providing and supporting the best possible emergency services to the communities in our district. Volunteer fire fighters are dedicated to safely minimizing suffering, loss of life, and loss of property incurred by fire, accidents, disasters, and medical emergencies. Fire fighters do this through fire training, suppression, preparation, education, and prevention.			
<b>In Attendance</b>			
<u>X</u>	<i>Matt Hoehna, President</i>	<u>x</u>	<i>Greg Phillips, Director</i>
<u>X</u>	<i>Terry Case, Vice President</i>		<i>Chris Williams, Director</i>
<u>x</u>	<i>Carol Kirk, Secretary/Treasurer</i>	<u>X</u>	<i>Dave Baty, Fire Chief</i>

## MINUTES

**1) MEETING TO ORDER**

Board President, Matt Hoehna called the meeting to order at 7:35 p.m.

**2) ROLL CALL**

The following guests were in attendance: Chrys Wernlund, Christine Erb, Shelia Jaspersen, Michael Kobasa, Juan Avila, and Whitney Majors. Chris Williams was absent.

**3) APPROVE/ADD TO THE AGENDA**

Chief Dave Baty would like to add **Strategic planning and Organizational Chart**. Matt Hoehna would like to add **Salary Advancement Policy**.

**MOTION: Terry Case moved to approve Agenda as amended.**

**SECOND: Carol Kirk**

**VOTE: Unanimously Approved 3-0**

**4) PUBLIC COMMENT**

There was no public comment.

**5) FINANCIAL INFORMATION AND PAYMENT OF BILLS**

Terry Case had a question, he was wondering why our communication costs were costing so much per month. The budget was \$8000.00 to start with and we have spent around \$4000.00 in 3 months. Michael Kobasa explained that we are also paying phone lines for stations that we don't have staff full time. We have discussed Verizon and W-TechLink as alternatives. Terry Case also had a question about the Wenaha payment that came out this last month, they had never sent the bill out to us from June. So now they are fully paid.

**MOTION: Terry Case made the motion to pay the bills.**

**SECOND: Carol Kirk**

**VOTE: Unanimously Approved 4-0**





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### 6) MINUTES FROM LAST MEETING

MOTION: Carol Kirk moved to approve the Minutes last month.

SECOND: Greg Phillips

VOTE: Unanimously Approved 4-0

### OLD BUSINESS

#### 7) RANDOM DRUG TESTING

The Attorney is going to give us some more information on the Random Drug Testing, but as for accidents, we have 12 hours to test the staff member in the accident. We prefer to use Interpath for the testing but can also use St. Mary's or Good Shepard.

#### 8) PERS REVIEW

We have submitted an email to Gwendolyn Griffith, who in turn has asked us for some more information to be sent over. Chrys Wernlund was wondering if we were trying to go back to PERS or if the Review is forcing us to. Matt Hoehna explained that we are trying to find the best possible options.

#### 9) DISTRICT EMAIL ISSUES

Terry Case was having issues logging on to his email through his mobile App but was continuously trying to have him log on to his email account for Gordons electric. He was not able to have both email addresses on the app. Then he lost his password, was not able to change his password due to having to talk to the IT staff, he is now currently talking to Jeremy Lasater. Matt Hoehna does not agree with not being able to reset staff and Board email Passwords. He will talk with Jeremy Lasater about this issue.

#### 10) UTV STATUS

It has arrived. The board will go look at it after the meeting.

#### 11) NEW STATION STATUS

Chrys Wernlund has informed the Fire Board that everything has been issued except one permit, the fire suppression system. The building arrived on the truck, and they are pouring concrete. They are trying to get all the concrete poured by November 13<sup>th</sup>, 2023. They are going to put a rendering up on the chain-link fence of what it is going to look like. They have backed off the meetings that happen every Wednesday to every other Wednesday, with a five-week schedule. They did do two small changeovers, one was for a Fire System riser for 770.81 and the other one is from Freds Appliance Delivery, for sensor delivery to Weston they wanted an extra \$295.00. June 30<sup>th</sup>, 2024 is the final date to be finished with the New Station.

#### 12) VEHICLE REPLACEMENT

Nothing has happened with it yet. We have not been able to schedule any town hall meetings yet, and let the communities know what is coming and express their opinions.

### NEW BUSINESS

#### 13) MONTHLY EQUIPMENT STATUS

Everything is working great, and we are headed into the Winter months. We have begun the changeover to winter tires. Both ambulances now have snow/winter tires. We are looking at the conditions of some of the studded tires.





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### 14) MONTHLY SAFETY STATUS

We did have an incident that involved the brush trucks last month. One of the Go wing doors that was left up and then drove out of the bay down below. It was able to be repaired and now looks better than when we got it. There was very little damage to the building itself.

### 15) MONTHLY APPARATUS STATUS

We are getting ready for winter operations. We have also gotten the quantum and the ladder back from International. The quantum might still have a few things going on but it has our attention.

### 16) BUDGET STATUS

Next month we will start receiving our taxes for the year.

### 17) STATIGIC PLANNING AND ORGANIZATIONAL CHART

The strategic plan that Chief Dave Baty put together, he has filled in a couple of suggestions, but he is hoping the board will take it home and look at it so they can table it and come back ready to discuss it in November. The new updated organizational chart is out.

### 18) SALARY ADVANCEMENT POLICY

We have an employee who was possibly looking for an advancement on their check. There was a lot of in favor and confusion on the fact that we are a public domain, so we are unsure about how to handle this. Chrys Wernlund thought it would be better put in as a policy, versus as a particular one on one between the employees. Do we want a policy to allow the employees to make an advancement. BMCC has a policy that says, "we will allow the employees to have an emergency assessment up to a max of twice a year in a calendar year, for 60% of their net and it comes out of the next paycheck." So, the question is, do we want to adapt something for our policy book? According to the employee handbook, we have a plan in place for the Salary Advancement. Creating a new policy and procedure about pay will be a side bar and up for discussion later. Chief Dave Baty will try to write something up for the next meeting that is reflective of the numbers so we can see how it will work out.

**CHIEF REPORT: No Questions on Chief Report**

**GOOD OF THE ORDER**

**ADJOURNMENT**


**MOTION: Terry Case moved to adjourn the meeting.**

**SECOND: Carol Kirk**

**VOTE: Unanimously Approved 4-0**

The meeting was adjourned at 8:25 p.m.

The next meeting will be November 16, 2023, 7:00 p.m. at the Fire Station in Weston.

  
\_\_\_\_\_  
PRESIDENT

11/16/2023  
\_\_\_\_\_  
DATE



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*Carol DeJick*  
BOARD SECRETARY

*November 16, 2023*  
DATE