

# Clackamas Fire District #1



## REGULAR BOARD OF DIRECTORS MEETING June 1, 2009

(This meeting was recorded.)

- I. **CALL TO ORDER PER ORS 192.610 TO 192.710**  
ORS 192.650 – The meeting is being recorded.  
ORS 197.710 – Smoking is banned during the meeting.

Chairperson Warren called the meeting to order at 7:00 p.m.

**Present:** Board of Directors Jim Doane, Don Trotter, Marilyn Wall and George Warren; Chief Ed Kirchhofer; Deputy Chief Jonathan Smith; Deputy Chief Scott Weninger; Personnel Services Chief Mark Cauthorn; Battalion Chief John Oliver; BC Ryan Hari; BC Ken Horn; Capt. Karl Koenig; Capt. Dick Hanna; Lobbyist Genoa Ingram from Court Street Consulting; Board member-elect Toby Forsberg; TVF&R Division Chief Brian Sherrard; TVF&R Lieutenant Jeff Miller; Citizens Susan Landis-Stewart, Candace Molatore, Natalie Schmitz, Lexi Ward, Shelley Ward, Allegra Sandoval, Jose Sandoval, N. Molatore, Jeff Molatore, Elizabeth Molatore, Linda Molatore, Valerie McQuaid, Kerry McQuaid, Alice Lynn, Pat Licken; and Executive Assistant Karen Strejc. Director Dave McTeague was absent due to a family graduation.

## II. CHANGES TO AGENDA -

Chief Kirchhofer explained that the Executive Session was deferred until the board meeting on June 15, 2009.

## III. APPROVAL OF MINUTES FROM THE REGULAR BOARD MEETING ON APRIL 20, 2009

**Director Doane moved and Director Trotter seconded the motion to approve the minutes from the regular board meeting on April 20, 2009. Chairperson Warren declared that they stand as approved. Director Wall abstained as she was not able to attend the meeting. Director McTeague was absent.**

## IV. PUBLIC COMMENT

None

## PRESENTATION OF CITIZEN AWARDS

Chief Kirchhofer explained that the majority of the calls answered by the Fire District are for EMS calls. Two people would be honored at the meeting who really made a difference in the community by their actions in helping another citizen. Before the presentations were made, Chief Kirchhofer introduced Capt. Karl Koenig, Fire District EMS Manager, who shared about

the EMS system and the process that takes place from the moment a call is placed to 9-1-1 and when the closest piece of fire apparatus arrives to help.

Capt. Dick Hanna shared what happened on the night that Elizabeth Molatore went into cardiac arrest. Her daughter, Candace, called 9-1-1 and her friend, Lexi was also in the car and provided support to make the call to 9-1-1. A bystander, Cynthia, saw the commotion, went over to help and immediately began administering CPR until the firefighters arrived. Because of the quick actions of Candace, Lexi and Cynthia, Elizabeth is alive today. Capt. Hanna presented a yellow rose to Lexi.

Chief Kirchhofer presented Candace with a certificate honoring her for her heroic actions. Elizabeth shared her appreciation and thanked Candace and Lexi for what they did for her. She presented them with roses. Elizabeth thanked Capt. Hanna and the Fire District for all they did for her.

Cynthia arrived and Chief Kirchhofer presented her with a certificate honoring her for her heroic actions. Cynthia shared her perspective on the event. Chief Kirchhofer shared that often a life is saved because a citizen began CPR and continued until paramedics arrive.

Chairperson Warren thanked Capt. Hanna and his crew for a job well done.

Elizabeth thanked the Board for choosing the excellent firefighters and equipment that they do. It really makes a difference for the community.

## **V. PRESENTATION OF FIRE SCENE ATMOSPHERIC MONITORING STUDY**

Chairperson Warren explained that a while ago, there was a presentation of legislation for cancer presumption. Upon reading the legislation for this, it seemed to lack one important element, which was a prevention aspect. This legislation passed. The Oregon Fire District Directors' Association (OFDDA) has been instrumental in promoting the prevention aspect. Chairperson Warren, who at the time was a member of the OFDDA Board of Directors, met with Nancy Orr, the State Fire Marshal at the time, and together they wrote the charter for an air monitoring study to take place. Through the Governor's Fire Service Policy Council, of which Chairperson Warren is also a member, the Air Monitoring Fires Task Force was created to develop a study. TVF&R is currently working on this study, which will be shared in a presentation during the meeting.

Chief Kirchhofer thanked TVF&R's Division Chief Brian Sherrard and Lt. Jeff Miller for giving of themselves and their time to the study and for coming to the meeting and sharing a presentation with CCFD #1.

Division Chief Sherrard thanked the Board and staff for inviting them to give a presentation regarding the study with atmospheric monitoring at structure fires. They are excited about the potential results and information they will be able to gather from the study using the instrumentation that will be described. He shared that the ultimate goal for the program is to save firefighter lives and to determine what carcinogenic and possible carcinogens are present during structure fires that firefighters may be exposed to. Results will help develop better

practices for use of equipment and when it's safe for fire investigators to enter an area to complete fire cause and determination reports.

Division Chief Sherrard introduced Lt. Jeff Miller who is one of the foremost experts on monitoring within the fire community within the State of Oregon and probably in the nation. He has been instrumental in the development of the program and the monitor for use by the fire service.

Lt. Miller gave a PowerPoint presentation outlining the study and what is hoped to be gained from it. Until now, there were no long-term studies or documentation of exposures. This study will include incident documentation detailing all levels of hazardous chemicals present in and around the area of a structure fire. Some of the information gathered from this study may not currently be of help, but combined with other studies years later may be able to further link the effects of chemicals to carcinogens.

Lt. Miller explained that the study included trying to find a chemical detector that could recognize a majority of the chemicals at the lowest levels possible. This detector needed to be operated easily. His group worked with developers on the East coast to develop a detector that met these criteria. A particulate meter for measuring asbestos and coal tar pitch will also be used in the study along with several other detectors to help determine other carcinogens that the larger detector misses.

Lt. Miller explained who and what could benefit from this study. These would include fire investigators, firefighters after extinguishing a fire and performing overhaul, neighbors to the incident (such as apartments, businesses), nearby streams and the environment as a whole.

The results of this study would help determine when safe atmospheric levels are present for firefighters, for fire investigators to re-enter a fire scene and determine what levels of extremely hazardous products firefighters were exposed to while at the incident. These detectors will be helpful in documenting the hazardous exposures for short and long-term periods, which would meet the intent of the cancer presumption legislation passed in March 2009.

Chief Kirchhofer thanked Division Chief Sherrard and Lt. Miller for their presentation. Discussion followed.

Division Chief Sherrard explained that this was a six-month study that will begin June 15, 2009. Once data has been validated, then procedures regarding firefighters on fire scenes can be changed. Their intent is that if one practice can be changed to keep firefighters safer, the study will be successful.

## **VII. BUSINESS – Action required**

### **B-1 Request Board Approval of Proclamation 09-02 – To Designate the Week of June 14-20, 2009 as 2009 Fire/EMS Safety, Health and Survival Week**

BC Oliver explained that the annual Fire/EMS Safety, Health and Survival Week that is observed nationally will be June 14 to 20, 2009. This is in conjunction with the International Association of Firefighters and the International Association of Fire Chiefs. BC Oliver read the proclamation.

**Director Trotter moved and Director Wall seconded the motion to approve Proclamation 09-02 – To Designate the Week of June 14-20, 2009 as 2009 Fire/EMS Safety, Health and Survival Week. The motion passed unanimously. Director McTeague was absent.**

**B-2 Request Board Approval of Resolution 09-03 – Sole Source Purchase of SCBA Testing Equipment**

Capt. Rector was unable to attend the meeting. BC Hari explained that Capt. Rector had identified the need for testing the SCBA masks once a year. However, the Fire District had only one machine for testing 200 masks for the Fire District's career and volunteer firefighters. The District also has contracts to test masks for members of the SWAT teams for the Clackamas County Sheriff's Office, Milwaukie and Oregon City Police Departments. Capt. Rector was requesting another testing machine to either be used as a replacement or as a second testing machine. There is only one maker and distributor for the testing machine that will work with the SCBAs that need to be tested, making this a sole source purchase.

BC Hari explained that the cost is \$8,200. This is a non-budgeted item; however, funds have been identified in the current budget because there was no spring firefighter academy and funds were saved through the stratification of the Volunteer Program.

Director Trotter asked about the breakdown of the quote, which showed a breakdown of the service and calibration contract options and why it was not included in the request for funds. The answer was that these costs will be included in the budget for Fiscal 2009.

**Director Wall moved and Director Doane seconded the motion to approve Resolution 09-03 – Sole Source Purchase for Self-Contained Breathing Apparatus and to purchase the PORTACOUNT Pro Fit Tester from McLaren Inc. as the sole provider. The motion passed unanimously. Director McTeague was absent.**

**B-3 Request Board Approval of Resolution 09-04 – Sole Source Purchase for My Fire Rules – Incident Metrics Module Software Package**

DC Weninger explained that approximately 10 years ago, the Fire District purchased SunPro software for use as its fire records management system. One of the issues with this software has been the ability to retrieve user-friendly reports that can be easily refreshed with new date ranges. DC Smith needs information regarding incident response times. The Rules Guys Inc., designer of software that is compatible with SunPro, has designed software called My Fire Rules – Incident Metrics Module. There are many modules available and Fire Prevention has implemented the incident validation software on a trial basis and it has worked.

DC Weninger requested the purchase of the software in order to meet the immediate needs. This is unbudgeted for Fiscal 2008, but it has been included in the budget for Fiscal 2009. He is requesting the funds to be used out of the current budget, as there are other modules that could be used for other areas of the Fire District and these could be purchased with the funds budgeted in Fiscal 2009. Discussion followed.

DC Weninger shared that he felt that the District has spent a lot of money on the SunPro system, which has had issues over the years in performing well. However, he is optimistic that with this

new software improvement, the system can be fixed. Chief Kirchhofer explained that it could cost the District approximately \$500,000 if it chose to change the software program.

DC Weninger explained that Finance Director McSperitt had recommended which fund, 7095 Computer/Video Software, to use to cover the cost of the software.

**Director Trotter moved and Director Doan seconded the motion to approve Resolution 09-04 – Sole Source Purchase for My Fire Rules – Incident Metrics Module Software Package. The motion passed unanimously. Director McTeague was absent.**

**VIII. OTHER BUSINESS – No action required.**

**OB-1 Update of Open Burning Discussion**

DC Weninger explained that the open burning survey was now available on the District's website. He received much feedback and had staff review it prior to making it available to the public. It will be available for 60 days and he hopes for 1,000 responses. He worked with TVF&R to include information on the caller burn line to inform the caller that a survey is available for them to complete and how to do it. PIO/CL Steve McAdoo is working on different community avenues for spreading the word.

DC Weninger explained that the process consists of having the community survey completed and then have two or three town halls. Discussion would include a review of open burning, a review of the survey results and then have a community dialog. The town halls would probably be divided into burn ban areas, urban areas and then in the south in the rural areas where there is agricultural burning and backyard burning. He is looking for the everyday citizen to complete the survey and attend the meetings. Only one survey can be completed per e-mail address.

DC Weninger suggested having board members attend the town hall meetings as board members to hear what the citizens have to say.

**OB-2 Board Committee Reports**

**Capital Projects** - Noted

**Check Register Review**

Director Wall reported that she had not received a check register to review.

**Clackamas County Coordinating Committee (C-4)** - Noted

**EMS/EMS Consortium** - Noted

**Executive Staff**

Director Trotter reported that a meeting was held the week of May 26. Information would be shared in the Executive Session at the June 15 board meeting.

**Foundation**

Director Trotter reported the meeting had been canceled in May due to lack of a quorum.

## **Governor's Fire Service Council Report**

Chairperson Warren reported that the minutes had been distributed prior to the meeting.

### **Legislative**

Chief Kirchhofer reported that the urban renewal bill, HB 3056, came out of the Senate Committee on June 1 with an unanimous passing vote. Genoa Ingram, District lobbyist from Court Street Consulting, reported that this bill will be presented on the Senate floor as soon as the paperwork is completed and it is scheduled. She shared that no opposition is expected.

Genoa shared that people had been concerned about HB 2950, which limits the Fire Marshal or local approved authority to one inspection of a facility. This bill has been completely rewritten and looks totally different.

Genoa explained that HB 2375 regarding the lifting of an exemption for a fireworks operation in Clackamas County died on May 28, 2009.

There had been a bill that would have allowed journeyman plumbers to design fire sprinkler systems, which died on the floor. However, representatives from the fire service, pipefitters, engineers and others met and will be working together to prepare a new bill.

Genoa shared that the legislature was scheduled to adjourn June 30, but they are trying to move the date to June 20.

### **Oversight/Interagency** - Noted

### **REMG**

Director Doane reported that a meeting is scheduled in the fall.

### **Volunteers**

Director Doane reported that he attended a meeting on May 26. A representative from AIG Valic attended to sign-up members for the new vesting program.

### **Miscellaneous**

Chairperson Warren shared that there will be a Special Districts' quarterly meeting on Monday, June 8. Director Trotter confirmed that he would be attending.

Genoa shared that the Volunteer Firefighters Association Conference is scheduled for June 24-28 in White City, Oregon.

## **IX. INFORMATIONAL ONLY**

### **A. Divisional Reports**

#### **R-1a. Administration**

Chief Kirchhofer reported that former Oak Lodge Fire Chief, Jim Hart, passed away recently following a long illness. His memorial service will be Friday, June 5, 2009 at 10:00 a.m. at New Hope Church.

All board members should have received an e-mail from Finance Director McSperitt earlier in the day regarding the interfund loan and resolution related to the bond fund. Some adjustments will need to be made. This will be on the agenda for the June 15, 2009 board meeting.

Chief Kirchhofer had mentioned in his Weekly Updates that there will be a six-month extension for ODS, the District's health insurance carrier. The plan is to investigate and aggressively market the Fire District's Wellness Program and its positive experience of low utilization of medical services and to get good responses by September 1, 2009. These responses will be evaluated and a decision made by October 1, 2009. The goal is to have the option by January 1, 2010 to have a two-tiered system so that employees will have the option of a PPO or a major medical plan. The concern of staff and labor has been that the District is not getting enough credit or benefit for the large investment that is taking with the employees through the Wellness and Occ-Med Programs and how these have helped in providing reduced costs.

Chief Kirchhofer reported that BC Syring had requested help from the Volunteers to work with the upcoming recruitment program. So far, 17 Volunteers have signed up to help, which is a very positive sign that morale is good.

DC Smith and Chief Kirchhofer will be conducting lieutenant interviews on June 8, 2009 in anticipation of promoting one lieutenant for an attrition hire.

#### **R-1b. Administrative Services**

PSC Cauthorn reported that both his report and Finance Director McSperitt's are as submitted.

#### **R-1c. Fire Prevention/Information Services**

As presented.

Director Doane shared that he enjoys receiving the info flashes from PIO/CL McAdoo. They are easy to read and well written. DC Weninger shared that PIO McAdoo always tries to incorporate a safety message with each news flash.

#### **R-1d. EMS, Planning, and Government Relations**

EO Gorman was out of town. Capt. Koenig reported that it was as submitted.

#### **R-1e. Operations –DC Smith**

As submitted.

#### **R-1f. Training, Safety and Wellness**

BC Oliver shared that at the next board meeting, a lease agreement for use of the Pleasant Valley Golf Course for training drills would be presented for approval. The property contains 127 acres and has three significant structures. The District has been using this property for training during the past year and a half. The District could lease the property for three years at \$1 per month. The District would pay the liability insurance on the property. He received two quotes in writing from Wilson-Heirgood for insurance coverage. This property would be added to our insurance. There will be no increase to the District's insurance with this addition. It has been forwarded to legal counsel for review. Owners will pay all taxes on the property. The owners have been very accommodating regarding the use of the property. They will maintain the property.

Director Trotter requested a synopsis of the type of training that has been conducted at this site. BC Oliver will send him a list.

Chairperson Warren shared that BC Oliver had been recognized at the Oregon Fire Services Meritorious Awards Banquet on May 30. Director Wall shared that she had attended the banquet. She commended Capt. Tom Crowder for taking the initiative in recommending BC Oliver for the award. BC Oliver did not know that he would be receiving it. Chairperson Warren congratulated him on his award.

Director Wall also shared that the North Clackamas County Chamber of Commerce's newsletter pictured BC Oliver reading to a child as part of the Chamber's Leadership Program that he is completing.

**B. Correspondence – None**


**C. Informational Items - Noted**

Director Wall reminded everyone of Chairperson Warren's retirement dinner on June 25, 2009 at the Old Spaghetti Factory. Contact Karen Strejc with any questions about the dinner.

**X. ADJOURNMENT**

The meeting was adjourned at 8:47 p.m.

Karen Strejc  
Executive Assistant

  
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Chairperson, George Warren

  
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Secretary, Dave McTeague