

**HOODLAND FIRE DISTRICT #74  
BOARD MEETING MINUTES  
July 11, 2017**

Those Present: Board Members: Cliff Fortune, Pat Buckley, John Pruden, Darcy Lais, and Ron Partlow. John Ingrao, Fire Chief and Carol Norgard, Financial Manager.  
Guests: SFF Andy Figini, FF Tyler Myers, Nick Miller, Cris Crislip, Dana Waldron, and Boy Scout Troop 173: Henry, Mark, Charles, Devon, Kameron, and Jade.

1. Call to order: By Cliff Fortune at 7:00 PM.

2. Pledge of allegiance led by Boy Scout Troop 173.

3. Oath of Office.

A. Elected members of the board.

i. Ron Partlow Position #3.

ii. Darcy Lais Position #4.

iii. Cliff Fortune Position #5.

B. Chief Ingrao presented Cliff Fortune with a plaque to commemorate his 20 Years of Service as a member of the Board.

4. Board Officer Elections:

A. Attorney John Watts recommends that we change the titles of the Board of Directors from Chairperson to President and Vice Chairperson to Vice President.

MOTION MADE: By Pat Buckley to retain the current Board titles as Chairperson and Vice Chairperson.

2ND: By John Pruden.

DISCUSSION: None.

PASSED: Unanimously.

B. Chairperson.

MOTION MADE: By John Pruden to nominate Pat Buckley for Chairperson.

2ND: By Cliff Fortune.

DISCUSSION: None.

PASSED: Unanimously voted Pat Buckley to Chairperson.

4. Continued.

C. Vice Chairperson.

MOTION MADE: By Cliff Fortune to nominate John Pruden for Vice Chairperson.

2ND: By Ron Partlow.

DISCUSSION: None.

PASSED: Unanimously voted John Pruden to Vice Chairperson.

D. Secretary/Treasurer.

MOTION MADE: By Cliff Fortune to nominate Ron Partlow.

MOTION MADE: By Ron Partlow to nominate Darcy Lais.

2ND: By Cliff Fortune.

DISCUSSION: None.

PASSED: Three favor Ron Partlow. Two favor Darcy Lais. Ron Partlow voted to Secretary/Treasurer.

5. Persons to be Heard, none.

6. Approval of the Minutes.

A. Board Meeting and Budget Hearing Minutes Tuesday June 13, 2017.

MOTION MADE: By John Pruden to approve the June 13, 2017 Board Meeting and Budget Hearing minutes.

2ND: By Cliff Fortune.

DISCUSSION: None.

PASSED: Four Ayes and One Abstain by Darcy Lais.

B. Work Session Minutes Saturday June 3, 2017.

MOTION MADE: By Cliff Fortune to approve the June 3, 2017 Work Session minutes.

2ND: By John Pruden.

DISCUSSION: None.

PASSED: Four Ayes and One Abstain by Darcy Lais.

7. Communications.

A. Thank you card and \$1,000.00 donation.

- i. Chief Ingrao wants to set up a Benevolent Fund to help the community with donations that we receive.

B. Water Rescue Consortium Minutes.

- i. We are developing a Special Rescue Committee which will include

7. B. i. Continued.

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Water Rescue, Search & Rescue, and Rope Rescue. The committee will include career staff and volunteers.

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8. Reports:

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A. Chief's Report by Fire Chief John Ingrao.

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i. Tally: 2017 YTD is 496. We are up 33 Calls from last year. This is an over 7% increase in our call volume. 76 calls in the month of June. The calls break down to 1 Fire, 50 Rescue & EMS, 1 Hazardous Condition, 7 Service Calls, 16 Good Intent Calls, and 1 False Alarm.

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ii. Chief's Notes.

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a. The two Type 6 Engines will be completed on Friday. Two people will fly down and drive them back. The vehicles will then go to Hillsboro for lights and sirens on Monday.

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Because of vendor issues we are a month behind schedule.

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b. Board Members now have a binder with the Government Camp Remodel Cost Analysis. The next step is Blane getting together with Attorney John Watts to develop a General RFP. Then the project can be put out to bid.

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c. Solar Eclipse on August 21<sup>st</sup>. Oregon is estimating a million visitors coming in for the Eclipse. There is a big concern about the high possibility of illegal camping due to everything being overbooked. Big concerns regarding increase in traffic emergency calls, and wildfire potential. USFS is requesting our assistance and will pay federal wages for volunteers and will pay overtime costs for career staff during that time.

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B. Safety Committee Report by Fire Chief John Ingrao.

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i. Susan and Melinda were unavailable to come. The Safety sign fell, but was hung back up. Meeting minutes are in the Board Packet.

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C. Prevention Report by Fire Chief John Ingrao.

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i. Scott Kline is on vacation. There has been an uptick in building new homes. 15 new homes in the area.

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D. I.A.F.F. 1660 Union Report by SFF Andy Figini.

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i. Working on Physical Fitness SOG.

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ii. Tyler Myers recently attended a Rope Rescue Class.

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E. Volunteers Report by President Nick Miller.

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i. 4<sup>th</sup> of July Parade at Timberline Rim went well and there was a good turnout! There were two calls during the parade.

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ii. Increased volunteer participation during the day and night.

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8. E. Continued

- iii. Three volunteers graduated and are now off of probation.
- iv. Four New Training Company members are finishing up their firefighting training and will be doing a live fire training this weekend.
- v. MDA Fill the Boot went well last weekend.
- vi. Two volunteers recently resigned.
- vii. Casey McGinty recently started taking EMT classes.
- viii. Volunteers working to put together everything for the picnic on August 12, 2017.
- ix. MDA Day is coming up and we have a sign-up sheet for volunteers.
- x. Volunteers are finishing up Wildland training, physicals, and physical agility testing.

F. HEART Group by Cris Crislip.

- i. Ongoing transition has included getting signed up for Active 911, getting door codes, and physicals.
- ii. Core group of 18-20 that are still dedicated.
- iii. Nine members are involved with the Red Cross Shelter Training.
- iv. Rehab Drill on Saturday with the whole department.
- v. HEART members are completing online training on Target Solutions.
- vi. In a recent meeting with Evan Jarvis we decided to change our focus to concentrate on training team members vs. reaching the public. This will change the way we do public outreach.

9. Unfinished Business.

A. The next Board Lunch is Friday July 28, 2017.

- i. Four Board Members said that they would be able to attend.

B. Strategic Planning Updates.

- i. Need to schedule another Work Session on Saturday September 16<sup>th</sup> or 23<sup>rd</sup>. Will follow up with an email.

10. New Business.

A. Confirm Tom Anderson Position #3 of the Civil Service Commission.

MOTION MADE: By Cliff Fortune to reappoint Tom Anderson to Position #3 of the Civil Service Commission.

2ND: By Darcy Lais.

DISCUSSION: None.

PASSED: Unanimously. Chief Ingrao will write a letter.

11. Motion to pay the bills.

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MOTION MADE: By John Pruden to pay all the bills as submitted.

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2ND: By Cliff Fortune.

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DISCUSSION: None.

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PASSED: Unanimously.

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12. Board Member Comments.

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A. Darcy Lais – Good to have Chief John Ingrao back in the country. Good to hear Nick Miller’s report about the increased volunteer participation.

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B. Ron Partlow – Agrees with Darcy.

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C. John Pruden – While Chief Ingrao was gone, spoke with Scott Kline about the challenges he faced while covering for the Chief. Very impressed with the “can do” attitude of the staff.

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D. Cliff Fortune – Thank you to the Boy Scouts for attending tonight’s meeting. Thank you for the 20 Years of Service plaque. Keep up the good work staff and volunteers!

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E. Pat Buckley – Thank you Cliff for your 20 Years of Service. Appreciates the positive attitude of the staff and volunteers.

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13. Executive Session. None.

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14. Other New Business. None.

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15. Adjournment.

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A. Meeting adjourned by Pat Buckley at 7:52 PM.

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Respectfully Submitted,

*Carolyn M. Norgard*

Carolyn M. Norgard, Financial Manager

Notes Typed By: Kelli Ewing, Administrative Assistant