

JOSEPHINE COUNTY FIRE PROTECTION COMMITTEE

November 5, 2019

5:30 p.m.

Community Corrections
Marie Hill Conference Room

Members: Scott Blower, Charles Chase, Bryan Hawkins, Vivian Kirkpatrick-Pilger, Janet Lancaster, Henry Mackin, Michael Jones, David Mathews, John Maupin, Richard McClintock, Richard Wharton, Jeffery Wolf, Dorothy Yetter, Commissioner Morgan – BCC Liaison, Annette Sorensen – BCC Staff

Ex Officio: Rural Metro, County Fire, Oregon State Fire Marshall, ODF, Fire Defense Board Chief

County

Representatives: Commissioner Morgan, Annette Sorensen, Sara Rubrecht

AGENDA ITEMS

1. Welcome
2. Why are we here?
3. Introductions
4. Structural vs. Wildland
5. Next Steps
6. Meeting Schedule

**BEFORE THE BOARD OF COUNTY COMMISSIONERS FOR JOSEPHINE COUNTY
STATE OF OREGON**

In the Matter of Establishing the)
Josephine County Fire)
Protection Committee)

ORDER NO. 2019-048

WHEREAS, the Josephine County Board of Commissioners is responsible to the people of the county for the proper administration of the affairs of the county; and

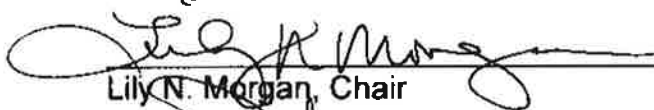
WHEREAS, the Josephine County Board of Commissioners has determined that it is in the best interest of the citizens of Josephine County to establish a citizen ad hoc committee to assess and study fire protection boundaries, service areas, rates and standards in the unprotected areas of Josephine County; now, therefore,

IT IS HEREBY ORDERED that the JOSEPHINE COUNTY FIRE PROTECTION COMMITTEE is established as an ad hoc committee; and

IT IS FURTHER ORDERED that the Josephine County Fire Protection Committee will work under the direction of the Josephine County Board of Commissioners and will make recommendations to said Board.

DATED: July 31, 2019.

JOSEPHINE COUNTY
BOARD OF COMMISSIONERS


Lily N. Morgan, Chair


Darin J. Fowler, Vice-Chair


Daniel E. DeYoung, Commissioner

Order No. 2019-048

Josephine County
Administrative Policies & Procedures

Adopted: December 23, 1992
Effective: December 23, 1992
Revised: February 26, 2009
Document Repealed:

Chapter A
General Administration
Policy A-4

SUBJECT: Advisory Bodies (Boards, Commissions, Committees, Sub-Committees)

1.0 Purpose

The Board of County Commissioners administer and govern a wide spectrum of services to our citizens. The Board of County Commissioners finds that citizens can be a valuable resource for gaining a better understanding of services. The purpose in establishing advisory bodies is to provide the Board of County Commissioners with knowledgeable insight and recommendations.

2.0 General Policy

The Board of County Commissioners may create new advisory bodies based on its own initiative or on recommendations from staff, citizens or other sources.

All advisory bodies created by the Board of County Commissioners shall report their concerns and recommendations to the Board of County Commissioners rather than taking action or a policy position on behalf of the County upon their own initiative. Exceptions are advisory bodies with statutory authorities, i.e. Planning Commission, Fair Board, etc.

The advisory bodies policy applies to all advisory bodies, unless the Board of County Commissioners chooses to make an exception. A request for an exception to this policy shall be filed in written form and filed with the Board of County Commissioner's office identifying the unique and special reasons related to the functioning responsibilities of the advisory body submitting the request.

The Board of County Commissioners, based on staff recommendations, may limit the amount of staff time and County fiscal resources committed to serving each committee.

3.0 Policy Guidelines/Procedures

a. Advertisement:

1. Vacancies for advisory bodies shall be advertised for 14 days, unless there is an adequate pool of candidates from a previous advertisement for the same advisory body within the past six months.
2. A shorter (or longer) advertisement period may be utilized upon written request from the staff assigned to the advisory body.

applicants have applied for the position, the Board may re-appoint for an additional term. An individual who has served for two terms may, in all events, be eligible for reappointment after not serving for one year. Whenever a vacancy occurs during a term, the replacement shall be appointed only to fill the unexpired portion of the term. If the unexpired portion of the term is for six months or less, the appointment shall be for both the unexpired portion plus a full term. In that case, the appointment is considered as meeting one term of the two-term limit.

e. Absences:

Except as otherwise provided by federal or state law, any member of a County advisory body appointed by the Board of County Commissioners who fails to attend three consecutive meetings or four meetings during any period of one year or less, whether regular, adjourned, or special, shall forfeit membership unless the member is prevented from attending by the serious illness of the member or the family of the member, or for any other cause that, in the judgment of the Board of County Commissioners, constitutes a valid reason for failing to attend.

The chairperson of each County advisory body shall promptly report to the Board of County Commissioners the name of any member failing to attend three consecutive meetings or four meetings during any period of one year or less. County staff members or advisory body members may also report this information to the Board of County Commissioners. Nothing contained in this subsection prevents the County from acting to remove a member if no report of absences has been made to the Board of County Commissioners.

Before the Board of County Commissioners decides that a position has been vacated by a member for failing to attend meetings, the Board of County Commissioners shall give reasonable opportunity (30 days) to the member to justify the absences in writing to the Board of County Commissioners office.

Upon declaring a position vacant as provided in this section, the Board of County Commissioners shall appoint a successor to serve the unexpired portion of the term for that position as soon as practicable.

f. Quorums:

A quorum is required before a County advisory body, or any of its members, may discuss or decide any matter relating to the advisory body's business. A quorum shall be a majority of the persons then appointed by the county to serve on the advisory body, excluding vacant positions, unless otherwise specified in the bylaws. All actions or recommendations of an advisory body must be approved by a majority of the members appointed to the body at the time of the vote. Members must be physically present at the meeting to be entitled to vote.

Board of County Commissioners office.

7. The point of contact for all advisory bodies and staff in the Board of County Commissioners office is the Advisory Board Coordinator.

j. Compliance with Statutes and Ordinances:

Nothing contained in this statement of policy and procedure shall be construed to be in conflict with any state law or the Josephine County Charter. Should there be an appearance of conflict, the appropriate state law or the County Charter shall prevail.

k. Public Meetings and Records Law:

All County advisory bodies shall conduct their business in public, in full compliance with the Oregon Public Meetings Law, currently codified as ORS 192.610 through 192.710. All advisory bodies shall follow Josephine County F-7; Applicability of Public Meeting Law Requirements for County Advisory Bodies. All minutes and records of said advisory bodies are public records, which must be made available to the public as required by the Oregon Public Records Law, currently codified as ORS 192.410 through 192.595. All members shall also comply with all State laws relating to conflicts of interest, financial interest, and ethics laws.

Measure 17-89 Josephine County

Referred to the People by the Josephine County Board of Commissioners

17-89

Advisory Question on a Rural Fire Protection District

QUESTION: In your opinion, should Josephine County begin the process to form a Rural Fire Protection District in currently unprotected areas?

SUMMARY: The outcome of this advisory question will not be binding. It will provide information to the County Commissioners while the Board formulates policy.

The Commissioners are considering whether to begin the process of forming a rural fire protection district in unprotected areas of the County. The formation process requires the Board to hold public hearings, establish boundaries, and provide for an election on whether to form the district.

The purpose of the district would be to provide an adequate level of fire protection service throughout rural areas of the county that are currently not within a rural fire protection district.

The district would not include the cities of Grants Pass and Cave Junction. The District would be governed by an independent board that would determine an appropriate level of fire protection, prevention and suppression services, and any services legally available under chapter 478 of the Oregon Revised Statutes.

Electors within the proposed district boundary would vote on formation of the district with taxes to fund it, and would vote for the first district board.

They would also make findings about whether the area within the proposed district boundary could be benefited by the district formation.

The Commissioners would also make a decision about whether to ask the voters in the proposed district boundary whether to form a district with taxes to fund the district.

The district would be governed by an independent board that would be elected at the time of district formation. Any taxation measures would be subject to approval of the voters who reside within the district.

The district board would decide how to deliver fire protection services. There are many options for delivering such service. Options include: contract out to private providers, contract to existing districts and cities, and delivering the service directly. Services delivered would include the response to hostile fires such as structural fires, wildland fires, vehicle fires, and fires involving other improvements. The district could also respond to medical emergencies, motor vehicle crashes, various first response to technical rescue emergencies, and initial response to hazardous materials incidents. The district could also provide various forms of public education and fire prevention services.

The district could maintain a radio frequency to enable the dispatch of emergency services. Currently, the only radio frequency being used in the unprotected area is provided by a private company.

(This information furnished by Josephine County Board of County Commissioners.)

Explanatory Statement

In Josephine County there are five governmental fire service agencies that provide structural fire protection in the county. Four are rural fire protection districts: Applegate Valley, Illinois Valley, Williams, and Wolf Creek districts. The Illinois Valley Fire District covers most of the Illinois Valley, including the city of Cave Junction. Municipal fire protection service is provided in the city of Grants Pass.

There are approximately 900 square miles outside of the municipal and fire district taxing boundaries in the county. Those areas include the communities of Sunny Valley, Hugo, Fort Vannoy, Merlin, Galice, Murphy, Wilderville, Wonder, North Valley and Shan Creek. Optional fire protection services are provided in those areas by private fire companies through a subscription service.

The process of forming a rural fire protection district would begin with a feasibility study that would provide information to the Commissioners about a proposed district boundary. The study would also include a recommendation about the amount of tax that would be necessary to fund the operations of the district.

The Commissioners would be required to hold public hearings before making decisions regarding district formation. The Commissioners would determine the territory that would be included in the boundary of the proposed district. As part of the process, the Commissioners would make findings to determine whether formation of the district would be consistent with local comprehensive planning for the area.

Question 17-89-Advisory Question on a Rural Fire Protection District (Vote for 1)

8608 ballots (0 over voted ballots, 0 overvotes, 139 blank voted), 28375 registered voters, turnout 30.34%

Yes	5510	65.06%
No	2959	34.94%
Total	8469	100.00%





Oregon

Kate Brown, Governor

ITEM

1

**Department of Administrative
Services**

Chief Financial Office
155 Cottage Street NE
Salem, OR 97301
PHONE: 503-378-3106
FAX: 503-373-7643

August 15, 2019

Josephine County
Attn: Lily Morgan

Dear Lily,

The State of Oregon, acting by and through its Department of Administrative Services (DAS) has approved a grant through House Bill 5050 in the 2019 Legislative Session, to Josephine County for the purpose of rural fire protection district start-up costs. The State of Oregon and DAS look forward to partnering with you to meet the needs of your organization and Oregonians.

- I. PROJECT DESCRIPTION
\$1,500,000 for rural fire protection district start-up costs.
- II. TERMS

In order for DAS to track expenditure of these funds, we request acceptance of the terms that follow:

- (a) An authorized representative of Josephine County must sign this acknowledgement letter.
- (b) By signing this letter it is acknowledged that Josephine County is receiving funding for the project description as noted above.
- (c) Within 12 months of the date that the payment is made, Josephine County agrees to provide DAS with a narrative and financial report on the use of grant funds to date.
- (d) Each fiscal year until the project is complete, Josephine County agrees to provide DAS with a narrative and financial report on the total use of the grant funds.
 - a. The narrative and financial report can include but are not limited to:
 - i. Provide a brief description of project
 - ii. Timeline for major project deliverables
 - iii. State funds spent to date
 - iv. Project milestones to date
- (e) During the course of the funding period, Josephine County should notify DAS of any significant developments, which affect the organization or the purposes for which this grant is given.

III. AGREEMENT & SIGNATURE

Through this grant, the State of Oregon, is supporting your organization's efforts for rural fire protection district start-up costs.

We value and honor your work. On behalf of the State of Oregon, I extend our best wishes for the success of this endeavor.

Sincerely,



Kate Nass
Deputy Chief Financial Officer

I have read and understand the terms of the grant as stated in the foregoing letter, verify all the information to be true and accurate and agree to the terms as stated.

Lily N. Morgan, Chair

[Printed Name of Officer or Person
Legally Responsible for the Funds]

Title



Signature

8-27-19

Date