
MINUTES OF BOARD REGULAR MEETING

3:00 p.m. Thursday, July 19, 2018
Fire Department Training Room
57475 Abbot Drive, Sunriver, OR 97707

Call to Order: Chair Jim Fister convened the meeting at 3:00p.m.

Roll Call: Dir. Fister, Dir. Schmid, Dir. Nelson, Dir. Keller present. Dir. Johnson absent

SSD Staff: SSD: Administrator Baker, Admin. Asst. Trapp
Fire: Fire Chief Moor
Police: Police Chief Darling

SROA Staff: Susan Berger, Sunriver Scene

Other: Ryan Rasmussen, SRFD & JJ Johnston, SRFD

Swearing in Ceremony for Fire Chief Tim Moor and Police Chief Cory Darling.

Regular Board Meeting proceeded at 3:33pm

Public Input None

Consent Agenda

1. Motion to approve the June 14, 2018 Regular Board meeting minutes.
2. Motion to approve June 19, 2018 Special Board meeting minutes.
3. Motion to approve SROA monthly invoice in the amount of \$15,608.75.
4. Motion to approve Invoice for Curtis in the amount of \$10,835.60 for budgeted turnouts.
5. Motion to approve Invoice from Randko Tanks in the amount of \$65,000.

Dir. Nelson moved to approve the consent agenda; seconded by Dir. Keller. Motion passed unanimously.

Old Business

6. Dir. Nelson updated the Board on the training facility stating it was almost complete. The electricity running from MidState Electric's vault still needs to be connected to the electric gate on site. The Scene will publish an article about the training facility soon. SSD board will discuss plans for a presentation of the Training Facility to the County. Due to nearing expiration of Dir.

Nelson's term, Dir. Keller suggested one of the Chiefs take over responsibility for the training Facility moving forward. Dir. Nelson was complimented by the board on a job well done.

Public Input: Al Braemer, 6 Titleist Lane asked the board if an open house was going to be held. Dir. Nelson assured Mr. Braemer that the District will hold an open house for the community once the facility is completed.

New Business

7. Administrator Baker discussed Resolution 2018-009 amending the Employee Handbook to specify VEBA contribution rates. The language for ground transportation benefits was changed to be general, not specifying a specific company.

Dir. Schmid moved to approve Resolution 2018-009 amending the Employee Handbook to specify VEBA contributions; seconded by Dir. Nelson. Motion passed unanimously.

8. Chair Fister discussed options for a public safety building after information from SROA. General Manager Palcic reviewed the options and added additional information. Fire Chief Tim Moor has experience with public grants and briefly shared options available to the board. It was suggested the board form a task force in the fall to further discuss the options available. Admin Baker reminded the board there was architectural drawings done in 2014 with an estimated cost of 3.2 million. It is likely costs will have gone up since then.
9. Administrator Baker gave an update on the Management Agreement with Deschutes County. SROA expressed unspecified concerns, leading Dir. Schmid, Admin Baker, Joe Healy, General Manager Palcic, and President Hensley to meet. Parties to the agreement are not specified in the draft for suggested language, Admin Baker stated that she will follow up with County legal. SROA will discuss the Management Agreement in their executive session on July 20, 2018. It is hoped that remaining issues can be identified and resolved to mutual satisfaction.
10. Chair Fister updated the board on his discussion with 9-1-1 regarding fire department radios. Dir. Fister and Interim Chief Bjorvik met with 9-1-1 team as well as Tom Anderson from the County to discuss the Districts request for reimbursement in the amount of \$13,616 for reprogramming fees. Credit was given to Interim Chief Bjorvik for his ability to articulate the timeline of events, Deschutes County 9-1-1 then granted a full refund in the amount of \$13,616. Chair Fister also presented the board with information on Everbridge Software (Emergency Blast Message System) provided by 9-1-1. Fister suggested a logistics discussion on how to go about entering a pilot program. The software would allow the district to bridge the gap of communication with Sunriver's transient population in an emergency situation allowing for direct communication.
12. Dir. Schmid presented the June 2018 unaudited financials. The District is up \$94,000 on revenue and down \$252,000 on expenditures. This does not include the \$200,000 reimbursement from the County for the Training Facility nor the California mobilization reimbursement. Chair Fister noted a successful fiscal year-end. Joe Healy will have final year-end adjustments completed by the next board meeting.

Dir. Schmid moved to accept June 2018 unaudited financial; seconded by Dir. Keller. Motion passed unanimously.

13. Dir. Nelson updated the board on SROA's June 2018 meeting. He discussed the Pacific Crest Marathon noting its effect on Sunriver as a whole. A discussion needs to take place with all stakeholders on the events successes and pitfalls. Due to the number of people, there were many complaints from residents, business owners, and guests in regards to traffic and congestion.

14. Monthly Chief Reports:
Police Chief Darling-

- Citizen Patrol did a fantastic job dealing with traffic and frustrated patrons during the Pacific Crest Marathon.
- Compliments were given to both SRFD and SRPD for their collaborative effort to help an athlete get medical attention while he when he experienced a cardiac event. The athlete apparently made a full recovery.
- SRPD will be teaming up with Rite Aid to provide a safe medication disposal box for the community. SRPD will team up with Bend PD to burn and dispose of medications.
- SRPD received forty applicants for the vacant officer position and after completing phone interviews, narrowed the candidates to five. There are four entry level and one lateral candidates. Chief hopes to have a new officer on duty by September after testing is completed.
- SRPD is testing new shirts and Chief noted they would be slightly different in color because the current color is no longer available.

Fire Chief Moor-

- SRFD deployed Deputy Chief Bjorvik, Capt. O'Keefe, and reserve Firefighter Kevin Ferns to the Dalles for mobilization to the Substation fire with a type 6 brush unit.
- SRFD sent a type 3 engine for County task force 1 to the Graham Fire on June 21st. They assisted with fire suppression and structure protection.
- SRFD sent 2 brush engines to assist Newberry Division USFS with initial attack on a fire located near Lava Butte June 28th.
- SRFD sent one type 6 engine as a part of County task force 1 to the Mecca Fire in Warm Springs on July 2nd. Deputy Chief Bjorvik responded as a part of the COFMS Type 3 IMT that took over command of the fire.
- Chief Moor complimented Deputy Chief Bjorvik for creating relationships with the Forest Service and Oregon Department of Forestry.
- Both SR Chiefs met with AT&T to discuss First Net software, which is priority cell banding for emergency services.
- SRFD participated in the July 4th picnic at the Village.

Other Business

August 16th Meeting Agenda items:

- Last meeting for Mark Johnson & Bob Nelson

Motion to adjourn

Dir. Keller moved to adjourn; seconded by Dir. Nelson. Meeting adjourned at 4:25pm.

SSD Chair, Jim Fister
Administrative Assistant, Candice Trapp

APPROVED