

**JOSEPHINE COUNTY FIRE PROTECTION  
COMMITTEE**

*January 21, 2020  
5:30 p.m.  
Emergency Management  
250 Tech Way  
Grants Pass, OR 97526*

**MINUTES**

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<b>Present:</b>	Scott Blower, Charlie Chase, Bryan Hawkins, Mike Jones, Vivian Kirkpatrick-Pilger, Janet Lancaster (via phone), Harry Mackin, Dave Matthews, John Maupin, Rick McClintock, Richard Wharton, Jeffery Wolf, Dorothy Yetter, Rich Holloway – Rural Metro, Mike McLaughlin – Fire Defense Board Chief, Tyler McCarty – Oregon Department of Forestry, Lily Morgan – Commissioner, Annette Sorensen – Staff, Sara Rubrecht - Staff
<b>Absent:</b>	Dan Trader – County Fire, Mariana Ruiz-Temple – Oregon State Fire Marshal,
<b>Public Attendees:</b>	Sue Densmore, Marc Burnham,
<b>Recorder</b>	Annette Sorensen

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**1. Opening**

Chairman Wharton called the meeting to order at 5:30 p.m.

**2. Review / Approval of Minutes**

Charlie Chase made a motion to accept the minutes from January 21, 2020 as written, Scott Blower seconded the motion. Motion passed with one abstention from Vivian Kirkpatrick-Pilger.

**3. BCC Liaison Report**

Commissioner Morgan stated that she had a good meeting with the Chair and Vice Chair of the committee last week. She also mentioned that there is legislature coming up that will have an impact locally. These are Legislative Concept (LC) 83 and House Bill 4041 (previously LC 197). These are items that will be the group may want to look up and track.

**4. Subcommittee Reports**

**a. Final Draft on SWOT**

Bryan Hawkins suggested that the group do a site visit to other fire stations and feels that it would be very useful before the SWOT is concluded. We may be able to learn more about the challenges of serving the community and give a more up-close and personal look at inner workings of a fire department. It would help give the group credibility of their knowledge on the subject. Rick McClintock agreed that it was a good idea

Bryan Hawkins also asked if we could get information from County Fire about who they are and what they do. We would like to give them same opportunity to provide information.

Meeting paused for 5 minutes for Jeff Wolf's arrival.

Rich Holloway stated that Rural Metro would be happy to provide what the group needs.

Commissioner Morgan suggested that the ex officio members could also provide that information.

Mike McLaughlin suggested that Annette Sorensen submit a request to County Fire and ask if they can complete the information form and would allow the group a tour of their stations. He stated he does not disagree with Bryan or Commissioner Morgan. There is value in seeing the different types of equipment at fire stations as well as other components of fire stations. He feels it is important to give both parties the opportunity to provide that information.

Commissioner Morgan stated that the meeting would need to be noticed as a tour at the other location, and ask questions about the specific information relating to the tour. It would be open to the public and the press would be able to attend.

Scott Blower stated that he would enjoy the tour to broaden his knowledge but if it holds up the RFQ, he would be against the tour.

Rick McClintock stated he suggested the tour would be valuable to see the equipment.

Chair Wharton asked for a show of hands of those would like to do a station tour for education and benefit and not hold up RFQ. Everyone agreed.

Another option would be to ask the two departments to submit a 10 - 15 minute video of the stations explaining the engines are, etc.

Since there is consensus, Chair Wharton asked if Rich Holloway of Rural Metro would be available for a site visit the week after next during normal meeting time. Annette Sorensen will contact County Fire about the potential for a site visit as well.

In regards to the SWOT, Bryan Hawkins stated that everything is done with the responses, he is trying to give it one voice to be an easier read. Bryan requested that Chair Wharton create an introduction at the beginning to provide background information and an explanation on the SWOT. He would like to have the final draft for next week's meeting.

Commissioner Morgan suggested that Chair Wharton could give a status report to the Commissioners when the RFQ is completed instead of presenting the SWOT. Bryan Hawkins would like the group to have the opportunity to present the SWOT to the Commissioners.

#### **b. Final Draft on RFQ**

Dorothy Yetter provided the final draft of the RFQ and the Timeline. Dorothy reviewed the timeline including the Outstanding Work Products with the group.

Chair Wharton commented that the item Detailed Service Area Definition on the Timeline sheet will have to be prepared by the County Assessor. Annette will have to find out how to get that list.

The group reviewed sections 1.1 & 1.2 and made appropriate changes.

A discussion arose about removing "An elected Rural Fire Board bill have its own autonomy" under Final Report section. Vivian Kirkpatrick-Pillger made a motion to leave that bullet point in. Mike Jones seconded it. The motion carried 6 – 3 to leave it in. This completed the revisions to the RFQ

Dorothy made a motion to submit the final version of the RFQ to Annette, Scott Blower seconded the motion. The motion passed unanimously.

#### **5. Ex Officio Members Update:**

Nothing else to report

**6. Comments from Committee Members:**

Vivian mentioned that Senator Herman Baertschiger will be at Black Bear Diner on Thursday if anyone would like to attend.

**7. Other Business:**

Chair Wharton provided a handout identifying what Zone 2 option is. Next week the group will go over other options that are under the Board of Commissioners control.

**Options Workshop adjourned at 7:25.**