

**Approved Meeting Minutes
Deschutes County R.F.P.D. #2
Board of Directors Meeting
Tuesday September 20, 2022 at 11:30 A.M.**

- 1. For the Record: Open Meeting and Introductions by President Roshak at: 11:45 AM.**
Present: George Roshak, President; Ray Miao, Vice President; Gary Cadez and Oliver Tatom, Directors; Gary Marshall, Executive Director; Todd Riley, Fire Chief; Trish Connolly, Jason Bolen, Bill Boos and Drew Norris Deputy Fire Chiefs; Scott Wyman, Battalion Chief; Eric King, City Manager; Janette Townsend, City Finance Director; Betsy Tucker, Business Manager; Mitch Webb and Ben Bruegeman Firefighters Association. Dave Howe, Battalion Chief Retired. Kent Haarberg, Secretary-Treasurer was absent.
- 2. Public Comment:** None
- 3. Approval of minutes from last meeting:** Approved by Consensus of the Board.
- 4. Consideration of monthly expenses:** Treasurer Haarberg not available to reconcile the balances. Marshall will make the \$30,000 transfer. Marshall and Johnson reviewed the balances but will have Haarberg reconcile at a later time before the next Board meeting and give a report. Motion by Miao to approve the Monthly Expenses. Cadez seconded the motion. Motion Passed Unanimously.

September, 2022 Checks Written:

5722	EO Media Group (Aug paid)	Newspaper Ad for Board Meeting	103.50
5723	VOID		
5724	EO Media Group	Newspaper Ad for Board Meeting	90.85
5725	Mastercard	See below	1,240.56
5726	Employee	Cell Phone monthly	80.00
5727	Kay Johnson	Accounting	1,200.00
5728	PacificSource	Employee Health Insurance	958.52
EFT	Employee	Payroll	7,127.09
EFT	Payroll Taxes	Payroll taxes	4,296.26
EFT	Precisely Payroll	Payroll Fee	55.75
EFT	PERS	PERS retirement	<u>2,896.97</u>
		TOTALS	18,049.50

Mastercard:

Surf thru Redmond	Car wash monthly	35.00
D&D Grill	Agenda meeting	60.00
B&D Auto Glass	Glass Repair (Insurance Reimb Sept)	570.00
Aloha Cafe	Board & Guests Lunch Meeting	192.05
Safeway	Board & Guests Lunch supplies	52.34
Century Link	Office Phone	68.80
Smart Foodservice	Firefighter Memorial Service Food	183.83
Best Buy	Office Supplies	34.99
Albertsons	Firefighter Memorial Service Food	83.51
DRI Computer Crash plan	Refund from Bank	<u>-39.96</u>
		1,240.56

8/31/2022 Bank Balances:

First Interstate Checking	16,314.14
First Interstate Money Market	318,779.56
LGIP Operating Fund	132,311.95
LGIP Capital Improvement Fund	1,120,425.79

*Transfer \$30,000 from MMA to Checking – Executive Director to make transfer

Reports:

A. Fire Department Reports / Chief Riley: Riley introduced Betsy Tucker the new Business Manager. He also noted that the new firefighter's academy has 14 firefighters in training. He said the predictive analysis program will assist him to decide where the crews will go. He also thanked the Board for the support during the recent loss of one of their firefighters. Roshak and Tatom had questions about the BLS program. Riley and Norris answered questions.

B. City of Bend Financial Outlook Presentation: King said we are at the stage of the cost for each option to proceed with the discussion to determine the amount of the local option levy needed for the May of 2023 election. Townsend said that the last meeting it was decided to rule out Option #3. Townsend delivered a comprehensive report through a slide presentation. She said \$.20 brings in \$3.5 million. The current revenue will not keep pace with current expenses. She said there is a significant shortfall. Miao requested the figures for the overall amount that includes both the 3% tax increase plus growth percentage. Projections demonstrate a \$1.3 Million shortfall by the end of this budget year. To maintain the services an additional \$.53 is needed to the existing \$.20 local option levy amount. The call volume has gone up 13%. Miao asked what are the projections if a financial recession begins? Townsend said it is difficult to know exactly. King said there is a recession cushion and collections would probably be down slightly. GEMT funding is not fully modeled into the equation. Marshall asked if the \$.02 is part of this full amount? Townsend said it is outside the amount requested. Riley said the resources are stretched several times each month where the right resources are not available for the right type of incident.

Wyman said the shift before there was an hour and a half where there was not a crew available for response. Riley said there is a report they capture that is called "Hours out of Resources Report". Townsend reviewed the Staffing Model Options. Riley explained each option. Roshak asked King and Riley if there are guarantees that if the Board moves forward with Option #1 to hire additional firefighters, he has concerns the funds will be used for something other than firefighters? Riley said the intent is to hire additional firefighters. Marshall asked about additional stress points that may cause the funds to be used for something other than those additional 10 firefighters to be hired. Discussion followed. Roshak wants assurances. King said that if there is language that the Board would like in the IGA we could entertain such language. King said we need to look at permanent funding to get away from levy funding such as a Fire District/City consolidation but after this upcoming levy vote. Marshall asked about Measure 5 Compression issues. Townsend said we are coming up on the new refreshed numbers to see where the City and District stands with compression. King said the Rural District is ahead of the City Council on this Levy discussion and he would like the Board to have a direction for him to present at the October Council meeting with Board involvement on which service level option the Board supports. Tatom would also like to see if the increase is not supported from elected officials and what the outcome would be. Miao asked about the polling questions. Connolly discussed where they are with the survey company. King gave additional clarity to the question. Tatom asked since the main volume of calls is in EMS, what would it look like if we did not do ambulance transport? Riley said he could put a number of firefighter positions that would be lost due to no revenue coming from transports. Marshall feels that if the department did not transport patients, the department would still be called to many of the EMS calls to support a private ambulance and there would not be revenue generated from those calls which supported firefighter positions. Tatom said he agrees but feels the public should know as this question will be asked during the levy discussions. King summarized that he would look into what happens in 2029 for resources and what happens if this Levy does not pass and also to investigate Measure 5 compression. Miao said he could be Marshall's backup for the Survey/Polling Committee. Marshall will contact Treasurer Haarberg regarding the discussion points of this meeting.

C. District Financial Accounting Report / Kay Johnson: Johnson said there was not many Expenses, but the District will be over in the health benefits as some of that was not budgeted. Interest rates earned 1.8%.

6. Old Business:

A. First Interstate Bank Stop Payment: Marshall discussed earlier within the agenda that this issue with the bank has been resolved.

7. New Business:

A. Accountant Position Meeting: Marshall said there is a meeting next Tuesday with Chris Mahr and two Board members to replace Johnson as our fire district accountant.

B. Department of Justice, Johnson & Johnson Settlement: Presented within the Board packet.

C. Deschutes County Tax Office, Century Link Settlement: Presented within the Board packet.

D. Accuity Field Audit: Marshall said there was more work involved this year with the Field Audit because this year is the first year with this company. Next year should be easier.

8. Good of the Order: Miao said at a recent Forum involving a political debate a citizen raised the issue that the Pilot Butte station was built without staffing. Marshall confirmed that this station has always been staffed. Johnson said the public usually deems a station is empty if it does not have a fire engine. Miao wants to be sure we are ready to answer those questions when the public asks. Howe said the next fire district newsletter could give more information about this.

9. Board Meeting Adjournment at: 1:10 PM.

10. Next Regular Board Meeting: October 18, 2022 at 11:30 A.M.