

Siuslaw Valley Fire and Rescue
2625 Highway 101 North, Florence, OR 97439

Minutes of Board Meeting – September 15, 2010

Steve Olienyk, President of the Board, called the meeting to order at 5:32 p.m.

BOARD MEMBERS PRESENT: Directors Steve Olienyk, Bill Mead, John Scott, and Rob Ward were in attendance.

OTHERS PRESENT: Chief John Buchanan, Deputy Chief Tipler and Finance Officer Janet Huston were in attendance.

APPROVAL OF MINUTES: Director Ward made a motion to approve the minutes of the board meeting held on August 18, 2010, as submitted. The motion was seconded by Director Mead and was approved by unanimous vote.

COMMUNICATIONS: Thank you card from Senator Merkeley for the use of our meeting room.

ELECTION OF BOARD OF DIRECTORS OFFICERS:

Chief Buchanan called for nominations of new officers for the fiscal year 2010-2011.

Director Scott made a motion nominating Steve Olienyk for Board President, Rob Ward for Vice President and Lori Gates for Secretary/Treasurer. The motion was seconded by Bill Mead and was approved by unanimous vote.

PUBLIC HEARINGS: None

PUBLIC COMMENTS: None

FIRE DISTRICT INCIDENT REPORT: The report reflecting the activity during August, 2010 was reviewed and various incidents were discussed.

FIRE DISTRICT TRAINING REPORT: The report reflecting training in August, 2010 was reviewed.

SAFETY MEETING MINUTES: The August Safety Minutes were reviewed and discussed.

REGULAR AGENDA:

Regarding the progress on the Annexation Project, Finance Officer Janet Huston reported that because she and Chief Buchanan had been unable to make any headway with the County Board of Commissioners, they enlisted the assistance of Ross Williamson of Speer Hoyt LLC. Janet read an email message dated September 15, 2010 from Ross which provided a brief update of his conversations with legal counsel for the County Board of Commissioners.

Chief Buchanan reported that upon the delivery of the SCBA breathing equipment via the Aid to Firefighters grant, we would then have surplus equipment that we will need to dispose of. Chief Buchanan recommended the following: 1) donate twelve (12) self-contained breathing devices to Mapleton Fire, 2) donate the remaining 17 surplus air packs to the Fire Science Program at Southwest Oregon Community College in Coos Bay. 3) Regarding the MAKO MAFS-2 air compressor, cascade system and fill station, Chief Buchanan recommended that we establish a price for the system and attempt to market it. If unsuccessful in our attempt to sell the system, we could give it to the Fire Science Program also.

Director Ward made a motion that we dispose of the used SCBA equipment as recommended by Chief Buchanan. Director Scott seconded the motion and it was approved by unanimous vote.

Chief Buchanan provided a copy of the SDAO 2011 Best Practices Survey to the board members, informing them that we answered the survey on their behalf based upon the answers from the last survey. The board members reviewed the answers.

Director Scott made a motion authorizing SVFR administrative staff to forward the completed Best Practices Survey to SDAO. Director Mead seconded the motion and it was approved by unanimous vote.

Regarding the property acquisition on which to locate logistics, Chief Buchanan reported that he wrote a letter to Ed Scarberry as directed by the board of directors. Finance Officer Janet Huston read the letter aloud to the board members. Discussion followed, with no further action taken at this time.

REVIEW OF THE BILLS:

MOTION: *Director Scott made a motion to ratify bills paid during the past month totaling \$75,726.87 and transfers from the Money Market Account to the Checking Account also made during the past month. The motion was seconded by Director Mead and was approved by unanimous vote.*

FINANCIAL STATEMENTS: The financial statements were discussed.

At 6:15 p.m., Chief Buchanan requested that the meeting be adjourned and that they enter an Executive Session, under ORS 192.660, in order to a personnel issue

The Executive Session was adjourned at 6:30 p.m. and the regular board meeting reconvened.

FUTURE AGENDA BUSINESS: Board President Olienyk stated that the next regularly scheduled board meeting will be Wednesday, October 20, 2010 at 5:30 p.m.

There being no further business to come before the Board, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

JANET L. HUSTON
Finance Officer

Thank you!

On behalf of the OSMB Boating Facilities Department, thank you for allowing us to use your facility for our Six-Year Plan workshop. We had good feedback from the public and it wouldn't have been possible without a great meeting location like yours.

Thanks again.

Jennifer Peterson

Administrative Specialist, Boating Facilities



Oregon State Marine Board
Oregon's Recreational Boating Agency
Boat Safe, Boat Sober

SVFR

Monthly Incidents

Alarm Date Between {08/01/2010} And {08/31/2010}

Incident	Type	Date	Location	Description
10-0000215-0	FIRE	08/01/2010	JONATHON LN	6116 Dispatched & cancelled
10-0000216-0	FIRE	08/01/2010	MP3 Highway 36	6115 Dispatched & cancelled
10-0000217-0	FIRE	08/01/2010	88359 Highway 101	137 Camper or recreational
10-0000218-0	FIRE	08/01/2010	211 HARBOR ST	730 System malfunction,
10-0000219-0	FIRE	08/02/2010	116 PARK VILLAGE DR	6116 Dispatched & cancelled
10-0000220-0	FIRE	08/03/2010	OAK ST & 21ST ST	311 Medical assist, assist
10-0000221-0	FIRE	08/03/2010	Highway 101 and Honeyman State Park	322 Motor vehicle accident
10-0000222-0	FIRE	08/04/2010	Dunes: Campsite 32, Driftwood 2	6117 Dispatched & cancelled
10-0000223-0	FIRE	08/04/2010	Campground at Washburne State Park	341 Search for person on
10-0000224-0	FIRE	08/05/2010	Campsite at Washburne State Park	341 Search for person on
10-0000225-0	FIRE	08/07/2010	2066 HIGHWAY 101	111 Building fire
10-0000226-0	FIRE	08/08/2010	RHODY LOOP	311 Medical assist, assist
10-0000227-0	FIRE	08/10/2010	MP173 Highway 101	6115 Dispatched & cancelled
10-0000228-0	FIRE	08/13/2010	Les Schwab and Highway 101	323 Motor vehicle/pedestrian
10-0000229-0	FIRE	08/13/2010	North Loftus	481 Attempt to burn
10-0000230-0	FIRE	08/14/2010	MP 20 Highway 126	6115 Dispatched & cancelled
10-0000231-0	FIRE	08/14/2010	88090 WIND LEAF WAY	745 Alarm system activation,
10-0000232-0	FIRE	08/14/2010	153 42ND WAY	311 Medical assist, assist
10-0000233-0	FIRE	08/14/2010	1925 UPAS ST	561 Unauthorized burning
10-0000234-0	FIRE	08/14/2010	16 VILLAGE LOOP	311 Medical assist, assist
10-0000235-0	FIRE	08/15/2010	GLENADA RD	5312 Smoke smell
10-0000236-0	FIRE	08/16/2010	Dunes: Sand Dunes Frontier	3112 Medical assist, ATV
10-0000237-0	FIRE	08/18/2010	Highway 101, 3 miles south of Sea	322 Motor vehicle accident
10-0000238-0	FIRE	08/18/2010	Dunes: Goose Pasture	3112 Medical assist, ATV
10-0000239-0	FIRE	08/19/2010	North Jetty	611 Dispatched & cancelled
10-0000240-0	FIRE	08/19/2010	HIGHWAY 101 & CANARY RD	322 Motor vehicle accident
10-0000241-0	FIRE	08/19/2010	4130 MUNSEL CREEK DR	311 Medical assist, assist
10-0000242-0	FIRE	08/20/2010	Southeast end of Airport	142 Brush or brush-and-grass
10-0000243-0	FIRE	08/21/2010	Dunes	3112 Medical assist, ATV
10-0000244-0	FIRE	08/21/2010	South Jetty Beach Access Road	131 Passenger vehicle fire
10-0000245-0	FIRE	08/22/2010	2625 OAK ST	745 Alarm system activation,
10-0000246-0	FIRE	08/23/2010	Woahink Trailer Park	3112 Medical assist, ATV
10-0000247-0	FIRE	08/23/2010	MP 5.5 Highway 126	322 Motor vehicle accident
10-0000248-0	FIRE	08/24/2010	Siuslaw Bridge	571 Cover assignment,
10-0000249-0	FIRE	08/26/2010	Highway 101 & SOUTH JETTY RD	322 Motor vehicle accident
10-0000250-0	FIRE	08/27/2010	North Jetty Beach	100 Fire, Other
10-0000251-0	FIRE	08/27/2010	1478 BAY ST	112 Fires in structure other
10-0000252-0	FIRE	08/28/2010	5742 NICHOLSEN RD	324 Motor Vehicle Accident

SVFR

Monthly Incidents

Alarm Date Between {08/01/2010} And {08/31/2010}

Incident	Type	Date	Location	Description
10-0000253-0	FIRE	08/28/2010	88748 SHORELINE LOOP	745 Alarm system activation,
10-0000254-0	FIRE	08/28/2010	Dunes: Competition Hill Tree Island	3112 Medical assist, ATV
10-0000255-0	FIRE	08/28/2010	Highway 101 & SOUTH JETTY RD	324 Motor Vehicle Accident
10-0000256-0	FIRE	08/29/2010	Dunes: Goose Pasture	3112 Medical assist, ATV
10-0000257-0	FIRE	08/30/2010	MP183 Highway 101	324 Motor Vehicle Accident
10-0000258-0	FIRE	08/31/2010	Holman Park Sutton Recreation Area	311 Medical assist, assist
				EMS Incident Cnt: 0
Total Incident Count		44		Fire Incident Cnt: 44

SVFR

Department Journal

08/01/2010 to 08/31/2010

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
Tue Aug 3, 2010				
09:00	TRAIN		Maintenance and Inventory	4.00
09:00	TRAIN		Maintenance and Inventory Central Station	98.00
Tue Aug 10, 2010				
09:00	TRAIN		Ladder drill Oak Street Station	8.00
19:00	TRAIN		Hose Evolutions Woahink Lake	53.00
19:00	TRAIN		Wildland Training Airport	30.00
Tue Aug 17, 2010				
09:00	TRAIN		Hose Testing	2.00
19:00	TRAIN		Wildland Training Airport	77.00
Tue Aug 24, 2010				
09:00	TRAIN		Safety Loading Zones Beach	16.00
19:00	TRAIN		Porta-tanks/Drafting School in community	49.00
19:00	TRAIN		Hose Evolutions/Drafting Woahink Lake	30.00

SVFR

Department Journal

08/01/2010 to 08/31/2010

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
Sat Aug 28, 2010				
08:00	TRAIN		ATV Training	0.00
Tue Aug 31, 2010				
09:00	TRAIN		Pump training Central Station	10.00
19:00	TRAIN		Association/Business Meeting	118.00
Total Entries:		13	Total Staff Hrs:	495.00

SAFETY COMMITTEE

August 31, 2010

MINUTES

Those in attendance: Iabichello, Moore, M. Barrett, House, Murphy, Beck, Stober, Spinner, Mike Myers, Connor, Jagoe, Tipler, and Buchanan.

Company Officer Training

We agreed that Company Officer Training would start in October for all present officers and those we agree are potential officer candidates.

First Responder Class

Three Rivers Casino has opened a First Responder Class and our personnel are able to attend. We have agreed that we would provide this level of training for our personnel, but require a form to be filled out that establishes an agreement that if they do not complete the class they are financially responsible to reimburse the district for tuition.

ATV Training

Senior Captain Moore has completed an ATV class, has certified 6 new operators and plans to provide another class next month.

Apparatus Driver Class

Full-time personnel continue to offer drivers training classes during the normal work day. A list of potential drivers was reviewed and will be invited to participate in the training sessions.

Recruitment and Retention

Training Officer Stober and Deputy Chief Tipler will continue the good work performed by Battalion Chief Hammon in recruitment and retention. Discussion on possible awards for our personnel that sponsor new recruits into our program. Chief Buchanan reported on a grant proposal that will be submitted this month for a possible full-time recruitment and retention officer.

Bridge Closures

Discussion on the events that caused the recent bridge closures and traffic back up. A proposal developed by the Florence Police Department as read and discussed.

Fall Recruit Class

A fall recruit class will be held starting in December

Meeting adjourned at 7:00 p.m.

Submitted by:

John Buchanan, Recording Secretary

Board of Directors Responsibilities Better and Best Practices

** To be completed by the Board of Directors**

Section 1 of 3

District Name: Siuslaw Valley Fire and Rescue

Size column indicates question applies to:	
All	Very Small, Small, Medium, & Large Districts
Small+	Small, Medium, & Large Districts
Med+	Medium & Large Districts
Large	Large Districts Only

Board Duties/Responsibilities

		Yes	No	N/A	Size	Points
1.	Written board duties and responsibilities of officers.	X			All	2
2.	Provide each board member with a copy of ORS 198 and the statute that regulates the type of district you represent.	X			All	5
3.	Distribute copy of Oregon Government Ethics Law to each board member.	X			All	3
4.	Adopt policy to utilize SDAO pre-loss legal program or seek qualified legal advice before any major decision that could lead to a lawsuit.	X			All	5
5.	Annual review/training of each board member and written acknowledgement of policy and training kept on file.		X		All	3
6.	Holds Board meeting every month per Oregon Statutes and Administrative Rules.	X			All	2
7.	Procedure for election of board officers.	X			All	2
8.	Follow ORS 198 or other authorizing statute for filling board vacancies.	X			All	3

Board Adoption of Annual Budget Process

9.	Annual funds set aside for Board training.	X			All	3
10.	Establish Budget Committee. (For districts not governed by Oregon Budget Law, hold at least one budget work session.)	X			All	3
11.	Advertise or distribute adopted budget to district patrons. (For districts not governed by Oregon Budget Law, make the budget available to patrons.)	X			All	3
12.	Approve annual budget.	X			All	3
13.	Set monthly review of expenditures to approved budget.	X			All	3

Annually review board-approved personnel policies including:

14.	Non-discrimination	X			Small+	5
15.	Job descriptions	X			Small+	4
16.	Sexual harassment	X			Small+	5
17.	Employee benefits	X			Small+	3
18.	Violence in the work place	X			Small+	5
19.	Employee evaluation procedures	X			Small+	5
20.	Discipline procedures	X			Small+	5
21.	Drug use	X			Small+	5
22.	Policy to never terminate an employee without prior legal advice. (Free pre-termination legal advice available for districts insured by SDAO. Avoids \$10,000 deductible for terminating someone without first calling SDAO for legal advice.)	X			Small+	5
23.	Adopt motor vehicle policy covering permitted use, accident reporting, etc.	X			Small+	3
24.	Compliance with State/Federal laws & guidelines such as the Family Medical Leave Act.	X			Small+	5

Public Purchasing (Over \$5,000 subject to public contracting law.)

		Yes	No	N/A	Size	Points
25.	Adopt a public contracting policy and review Attorney General's Model Public Contracting Rules.	X			All	3
26.	Adopt a surplus property policy.	X			All	3
27.	Adopt a personal services policy.	X			All	3
28.	Adopt procedure for reviewing all new and existing contract forms with legal counsel.	X			All	3

Public Meeting and Records

29.	Adopt public meetings and records policy.	X			All	4
30.	Adopt public records retention policy.	X			All	4

Risk Management

31.	Review district agent of record agreement and services every three years.		X		All	2
32.	Annual coverage review with agent of district's P/C limits and deductibles including what is covered and amount of coverage.	X			All	3
33.	Annual coverage certificate review.	X			All	3
34.	Annual review of district assets – establish written value schedules.	X			All	3
35.	Maintain an agreement for legal services.	X			Med+	2

Financial Controls

36.	Adopt written investment policy.		X		All	3
37.	Appoint Auditor. (For small districts not required to appoint auditor, complete the Secretary of State's Financial Report.)	X			All	3
38.	Approve annual audit or Secretary of State's Financial Report in district board minutes.	X			All	2
39.	File audit or Financial Report with Secretary of State.	X			All	3
40.	Require bond, crime coverage or letter of credit of any board member or employee charged with possession and control of district funds.	X			All	3
41.	Establish minimum internal controls for access to district funds.	X			All	4

Education and Training

42.	Board Member Training. (SDAO's "Managing Your Public Agency" or affiliated association sponsored training.)	X			All	3
43.	SDAO Annual Conference.		X		All	3
44.	Personnel Management Training Workshop. (Affiliated association sponsored training.)	X			Small+	2
45.	Risk Management and Safety Workshops. (SDAO's Free Risk Management Training or SDAO's "Boiler, Electrical and HVAC Maintenance Seminar"; OFDDA training; or other affiliated association sponsored training.)	X			All	2
46.	Sexual Harassment Training. (SDAO or affiliated association sponsored training.)	X			Small+	2

For each question answered "N/A", please provide an explanation for why it does not apply to your district: _____

Complete all three Better and Best Practices checklists for your district:

- Board of Directors Responsibilities
- Management Responsibilities
- One of the following Supplemental checklists:
Fire, Irrigation, Park & Recreation, Port, Sanitary, Transit, Water, or Other Districts

Save a copy of the completed form for your records!

Return your completed checklists to:
SDAO, PO Box 12613, Salem OR 97309-0613
Fax: 503.371.4781
E-mail: jkeeling@sdao.com

Or, complete all three checklists online at www.sdao.com

Management Responsibilities Better and Best Practices

** To be completed by management personnel **

Section 2 of 3

District Name: **Siuslaw Valley Fire and Rescue**

Size column indicates question applies to:	
All	Very Small, Small, Medium, & Large Districts
Small+	Small, Medium, & Large Districts
Med+	Medium & Large Districts
Large	Large Districts Only

Personnel Management (for districts with one or more employees)

		Yes	No	N/A	Size	Points
1.	Written employee job descriptions and task assignments.	X			Small+	4
2.	Annual employee evaluations.	X			Small+	5
3.	Personnel policies signed off by every employee and volunteer.	X			Small+	4
4.	Maintain secure personnel files on all employees.	X			Small+	5
5.	Regularly scheduled employee training.	X			Small+	3
6.	Criminal background checks, MVR's, and drug testing on safety sensitive new hires.	X			Med+	5
7.	Annually request DMV records of all district vehicle drivers and provide driver training as needed.	X			Med+	3

Financial Internal Controls

8.	Separation of duties for deposits and checkbook reconciliation.	X			All	5
9.	Petty cash and checks locked in a secure location.	X			All	3
10.	More than one employee or board member required to sign checks, or other check signing policy as approved by the district's auditor.	X			All	5

Premises and Equipment Management

11.	Annual physical hazard review. (If no premises, review the physical hazards at board meeting location.) Building preventative maintenance programs are in place (Monthly inspections of key building components are performed inspecting gutters, downspouts, roofs, roof drains, HVAC, etc.)	X			All	3
12.	SDAO Loss Control Risk Assessment during current policy year. (Available free of charge and upon request.)		X		All	5
13.	ADA requirements for public access followed. (Required for board meeting location even if the district does not have a premises.)	X			All	3
14.	Equipment safety/maintenance schedule and logs.	X			Small+	3
15.	Conduct annual testing of premise fire sprinkler systems by a professional firm if installed in district buildings.	X			Small+	3
16.	Annually allocate budget funds to maintain property in a safe condition.	X			All	4
17.	Adopt an emergency action plan and fire prevention plan as required by OR-OSHA. http://www.cbs.state.or.us/external/osha/pdf/pubs/fact_sheets/fs07.pdf	X			Small+	4

Employee Safety and Workers' Compensation (for districts with one or more employees)

18.	Post required State and Federal posters. (Postings can be found and printed out from http://www.dol.gov/osbp/sbrefa/poster/matrix.htm and http://www.boli.state.or.us .)	X			Small+	5
19.	Early return to work program (light duty) for injured workers.	X			Med+	5
20.	Has had an OR-OSHA consultation in the last twelve (12) months.		X		Small+	4
21.	One or more district staff member has current first aid/CPR certifications.	X			Med+	3
22.	Implemented and adopted an OR-OSHA Loss Prevention Program for self-insured or group self-insured members as required by OAR 437-001-1060.	X			All	4

General Health, Safety, and Risk Management

		Yes	No	N/A	Size	Points
23.	Regularly scheduled employee safety training.	X			Small+	3
24.	In compliance with required OR-OSHA written programs that are applicable to your district, i.e. lock-out/tag-out, respirator safety, confined space, etc.	X			Small+	4
25.	Safety Committee in place for districts with ten or more employees. Safety meetings being held for districts with fewer than ten employees.	X			Small+	4
26.	Accident investigations conducted with recommendations for safety improvements after each occurrence/incident/accident.	X			All	4
27.	Employees/volunteers working around equipment required to wear appropriate Personal Protective Equipment (PPE).	X			Small+	5
28.	For districts with drivers, formal driver safety program with mandatory refresher course offered at least every other year.	X			Small+	3
29.	Employees/volunteers trained in accident procedures and response.	X			Small+	3
30.	Emergency numbers and emergency personal contact information available for all employees or volunteers in the event of an accident.	X			Med+	4
31.	Notify all employees and volunteers of the location of first aid kits, medical supplies, and first aid books. Check supplies monthly.	X			Small+	3
32.	Have latex gloves easily available for first aid situations. Require notification of a supervisor immediately if contact with bodily fluid or hazardous substances.	X			Small+	4
33.	Fire extinguishers provided throughout the property and located within buildings.	X			All	3

Insurance and Risk Management

34.	Annually review all property and update values for fire, flood and earthquake losses.	X			All	3
35.	Maintain schedules on real and personal property.	X			All	3
36.	Annually review insurance agent responsibilities and performance with agent.	X			All	2
37.	Backup offsite for all important electronic records/systems.		X		All	2
38.	Annually review with insurance agent all coverages and special exposures.	X			All	3

Contract Management

39.	All contracts in writing.	X			All	5
40.	All contract changes in writing and insure payments reflect subsequent changes.	X			All	5
41.	Review all new and preexisting contracts for unfavorable hold harmless and indemnity wording. (Review assistance available from SDAO.)	X			All	5
42.	Inspect contract terms for compliance before final payment.	X			All	3

Education and Training

43.	SDAO Annual Conference.		X		All	3
44.	Mid-Management Training Workshop. (Affiliated association sponsored training.)	X			Med+	2
45.	Sexual Harassment Training. (SDAO or affiliated association sponsored training.)		X		Small+	2
46.	Risk Management and Safety Workshop. (SDAO's Free Risk Management Training or SDAO's "Boiler, Electrical and HVAC Maintenance Seminar"; OFDDA training or other affiliated association sponsored training.)	X			All	2
47.	Personnel Management Training. (Affiliated association sponsored training.)		X		All	2

For each question answered "N/A", please provide an explanation for why it does not apply to your district: _____

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Fire Districts Better and Best Practices

Section 3 of 3

District Name: Siuslaw Valley Fire and Rescue

Size column indicates question applies to:	
All	Very Small, Small, Medium, & Large Districts
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		Yes	No	N/A	Size	Points
1.	Require that any employee or volunteer with a known medical condition is released by a physician prior to engaging in fire suppression activities.	X			All	2
2.	Protocol in place for entering a burning building without a backup crew/hose line on scene.	X			All	2
3.	NFPA 1561 standard adopted and used for incident command.	X			All	1
4.	Accountability system ("Passport") in place and being used consistently.	X			All	2
5.	Appropriate NFPA 1142 water supply formula is in use for live fire training.	X			All	1
6.	Flame resistant protective hoods in use.	X			All	1
7.	Personal Alert Safety System (PASS) in use with SCBA's.	X			All	1
8.	Appropriately trained personnel and medical surveillance always available for HazMat responses.	X			All	2
9.	All apparatus with obstructed rear view have backup alarms and spotters are used to assist in backing.	X			All	3
10.	Vehicles equipped with emergency lights to block traffic at accident scenes to protect working crews.	X			All	1
11.	Turnouts thoroughly cleaned at least every six months.	X			All	1
12.	Completed medical questionnaires and fit testing required before personnel allowed to use SCBA equipment.	X			All	2
13.	All fuel storage, including propane, clearly marked as to contents.	X			All	1
14.	Air and electrical lines up off the floor.	X			All	1
15.	Exposed piping in buildings clearly marked as to contents.	X			All	1
16.	Community Risk Management Plan in place for the storage, use and transportation of hazardous materials.	X			All	2
17.	Identify minimum staffing level protocols required for a safe response.	X			All	2
18.	Always create and regularly review reports of all responses; including location, nature of incident, operation performed and members responding.	X			All	2
19.	Advanced Life Support systems have a named Medical Director with the responsibility of overseeing medical care within state law.	X			All	2
20.	Require that all personnel or volunteers responding beyond first responder level for hazardous materials are trained to NFPA 472 standards.	X			All	2
21.	Published procedures that clearly state succession of command responsibility.	X			All	2
22.	Developed and adopted a written organizational statement in accordance with OR-OSHA rule 437-002-0182(3).	X			All	2
23.	DPSST guidelines for conducting live fire training followed (free copies of the guidelines available from DPSST).	X			All	2
24.	Annual physical fitness (i.e. firefighter fit for duty exam completed by all line firefighters).	X			All	2

		Yes	No	N/A	Size	Points
25.	Private bridges within your district have posted engineered weight limits.		X		All	3
26.	Fencing and/or security systems and/or lighting installed around sensitive areas.	X			All	1
27.	All electrical work done by a licensed electrician.	X			All	1
28.	Vehicles equipped with emergency kit of flares, flashing light, cones, etc.	X			All	1
29.	Outside fuel tanks have stanchions around them.	X			All	1
30.	Procedures in place for regular apparatus inspections as well as pre-trip vehicle walk around.	X			All	2
31.	A vehicle preventive maintenance program in place that is followed in accordance with manufacturer's guidelines.	X			All	2
32.	Vehicle use policy in place and conducts annual defensive driving training for all staff.	X			All	1

For each question answered "N/A", please provide an explanation for why it does not apply to your district: _____

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September 1, 2010

Ed Scarberry
83981 Clear Lake Road
Florence, Oregon 97439

RE: Tax Lots #s 2801, 2802, and 2803 on 26th Street

Dear Ed:

After the first closed session with our Board of Directors, I was instructed to obtain an appraisal on the property referenced above which I have enclosed for your perusal.

As you can see, the appraised value is \$127,000.00. At our regular Board Meeting on August 18th, following another closed session, the Board instructed me to make an offer to you in the amount of \$127,000 as set forth on the appraisal.

With the disparity in your asking price and the appraised value being so far apart, I met with our legal staff for their input and directions. They provided a couple of options that would create a tax savings to you and meet our needs at the same time. Likewise, I would suggest that perhaps you could ask your accountants for their suggestions.

If we can meet in the near future, we can at least create a dialog for future options.

I look forward to hearing from you regarding our immediate offer, as well as possible dates for a future meeting.

Very truly yours,

SIUSLAW VALLEY FIRE AND RESCUE

JOHN D. BUCHANAN
Fire Chief

Enclosure