

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

Minutes of Board Meeting - April 17, 2013

Steve Olienyk, President of the Board, called the meeting to order at 5:34 p.m.

BOARD MEMBERS PRESENT: Directors Steve Olienyk, Cindy Spinner, Lori Gates, John Scott, and Rob Ward were in attendance.

OTHERS PRESENT: Division Chief Janet Huston, Division Chief Marvin Tipler, Division Chief Sean Barrett, and Battalion Chief John Carnahan were in attendance.

APPROVAL OF MINUTES: Director Scott made a motion to approve the minutes of the regular board meeting held on March 20, 2013. The motion was seconded by Director Gates and was approved by unanimous vote.

COMMUNICATIONS: None

PUBLIC HEARINGS: None

PUBLIC COMMENTS: None

FIRE DISTRICT INCIDENT REPORT: The report reflecting the activity during March 2013 was reviewed and various incidents were discussed.

FIRE DISTRICT TRAINING REPORT: The report reflecting training in March 2013 was reviewed.

FIRE DISTRICT PARTICIPATION REPORT: The report reflecting volunteer participation for the month of March 2013 was reviewed.

SAFETY MEETING MINUTES: The March Safety Meeting minutes were reviewed.

REGULAR AGENDA:

Division Chief Huston provided each director with the Annual Audit and called their attention to the fact that we failed to process the proceeds from the loan to purchase the two Pierce engines as a revenue source and a subsequent outgoing expenditure which should have resulted in an amended budget. Because the two engines were not a budgeted line item and an amended budget was not prepared, we exceeded appropriations in Debt Service and Capital Outlay.

Board President Olienyk indicated that he would like to table the approval of the annual audit to our next board meeting, giving the board additional time to review the report.

Division Chief Huston indicated that Chief Buchanan made the recommendation via telephone that Division Chief Janet Huston be appointed the Budget Officer for 2013/2014 budget process inasmuch as we don't know exactly when Chief Buchanan will return as a result of his health issues and subsequent cancer diagnosis.

Director Ward made a motion that Division Chief Janet Huston be appointed as the Budget Officer of the FY 2013/2014 budget process. Director Scott seconded the motion and it was approved by unanimous vote.

Division Chief Huston provided the recommended budget committee for the FY 2013/2014 budget meeting, indicating the Melissa Phillips of Siuslaw Bank and Tony's Garage, and David Sedlacek of Laurel Bay Gardens have both agreed to serve on the committee filling the two vacancies.

Director Ward made a motion to approve the Budget Committee for the FY 2013/2014 budget meeting, as recommended. Director Scott seconded the motion and it was approved by unanimous vote.

Division Chief Huston reported that she has spoken with Mr. Bill Linhart of ESCI, the project manager of the Fire Chief Recruitment. Mr. Linhart will be visiting Division Chief Huston now that she is the temporary point of contact to further discuss the process and the timeline, and to button down a date in May to visit our district to meet with board members and staff for the fact finding portion of the project. There was discussion regarding the fact that Chief Buchanan provided Mr. Linhart with a job description/job announcement document from which he will work. Director Ward requested that Division Chief Huston email the board members that job description/job announcement document and a copy of the timeline which is a page extracted from the previously provided Fire Chief Executive Recruitment document.

Division Chief Tipler provided an update regarding the fire district's involvement with the Dunes City Triathlon scheduled for Saturday, May 11, 2013, further indicating that we will have our boat in the lake during the swimming portion of the triathlon.

REVIEW OF THE BILLS:

MOTION: Director Scott made a motion to ratify bills paid during the past month totaling \$100,827.44 and transfers from the Money Market Account to the Checking Account also made during the past month. The motion was seconded by Director Spinner and was approved by unanimous vote.

FINANCIAL STATEMENTS: The financial statements were provided and discussed.

FUTURE AGENDA BUSINESS: Board President Olienyk stated that the next regularly scheduled board meeting will be Wednesday, May 15, 2013 at 5:30 p.m. with the Budget Meeting following at 7:00 p.m.

There being no further business to come before the Board, the meeting was adjourned at 5:57 p.m.

Respectfully submitted,

JANET L. HUSTON
Division Chief of Administration

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Monthly Incidents

Alarm Date Between {03/01/2013} And {03/31/2013}

Incident	Type	Date	Location	Description
13-0000050-0	FIRE	03/02/2013	04881 SEAPINE DR	5313 Smoke or odor
13-0000051-0	FIRE	03/04/2013	90120 HIGHWAY 101	5313 Smoke or odor
13-0000052-0	FIRE	03/06/2013	Highway 101 at MP 174, across fromm	324 Motor Vehicle Accident
13-0000053-0	FIRE	03/06/2013	Highway 101 & 16TH ST	322 Motor vehicle accident
13-0000054-0	FIRE	03/07/2013	400 9TH ST	6111 Dispatched & cancelled
13-0000055-0	FIRE	03/08/2013	5139 HECETA BEACH RD	311 Medical assist, assist
13-0000056-0	FIRE	03/10/2013	3350 31ST ST	6111 Dispatched & cancelled
13-0000057-0	FIRE	03/11/2013	5319 KNOLL WAY	5313 Smoke or odor
13-0000058-0	FIRE	03/12/2013	2525 OAK ST	745 Alarm system activation,
13-0000059-0	FIRE	03/12/2013	330 SOUTHRIDGE DR	5313 Smoke or odor
13-0000060-0	FIRE	03/13/2013	Highway 126 at Mapleton Bridge	6112 Dispatched & cancelled
13-0000061-0	FIRE	03/14/2013	Heceta Beach Rd @ MP 1	322 Motor vehicle accident
13-0000062-0	FIRE	03/18/2013	2020 52nd	441 Heat from short circuit
13-0000063-0	FIRE	03/21/2013	1225 UPAS ST	321 EMS call, excluding
13-0000064-0	FIRE	03/22/2013	87545 Highway 101	561 Unauthorized burning
13-0000065-0	FIRE	03/22/2013	09348 Highway 126	324 Motor Vehicle Accident
13-0000066-0	FIRE	03/22/2013	4819 HECETA BEACH RD	5312 Smoke smell
13-0000067-0	FIRE	03/23/2013	Sand Dunes in the 24th street area	341 Search for person on
13-0000068-0	FIRE	03/23/2013	83615 JENSEN LANE	320 Emergency medical
13-0000069-0	FIRE	03/25/2013	88416 1ST AVE	142 Brush or brush-and-grass
13-0000070-0	FIRE	03/27/2013	Highway 126 @ MP 1	5313 Smoke or odor
13-0000071-0	FIRE	03/27/2013	9TH ST & KINGWOOD ST	322 Motor vehicle accident
13-0000072-0	FIRE	03/27/2013	5170 GRAND AVE /46	311 Medical assist, assist
13-0000073-0	FIRE	03/29/2013	Goosepasture Staging Area/South	322 Motor vehicle accident
13-0000074-0	FIRE	03/29/2013	Dunes out at Goosepasture	3111 Medical assist, ATV
13-0000075-0	FIRE	03/30/2013	Driftwood II on the flats	3111 Medical assist, ATV
13-0000076-0	FIRE	03/30/2013	Hwy 101 @ MP 179 / 1 mile past Sea	324 Motor Vehicle Accident

EMS Incident Cnt: 0

Total Incident Count 27

Fire Incident Cnt: 27

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Department Journal

03/01/2013 to 03/31/2013

00:00 to 24:00

Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
Tue Mar 5, 2013				
09:00	TRAIN		Burn to Learn Prep and Practice	12.00
	Station 01		Property outside City Limits	
18:00	TRAIN		Burn to Learn	112.00
	Station 01		Property outside City Limits	
19:00	TRAIN		Initial Entry	30.00
	Station 01		Sutton Station	
Tue Mar 12, 2013				
09:00	TRAIN		Flue Fires/Initial Entry	18.00
	Station 01		Sutton Station	
19:00	TRAIN		Initial Entry	32.00
	Station 01		Sutton Station	
19:00	TRAIN		Ventilation / Vertical	38.00
	Station 01		Central Station	
Tue Mar 19, 2013				
09:00	TRAIN		General Driver Training	0.00
	Station 01		Central Station	
19:00	TRAIN		Search and Rescue	66.00
	Station 01		Central Station	
Tue Mar 26, 2013				
09:00	TRAIN		Hose Evolutions/Video	8.00
	Station 01		Central Station	
19:00	TRAIN		Association/Business Meeting	74.00
	Station 01		Central Station	
20:00	TRAIN		Firefighter 1 Instruction/Hose	56.00
	Station 01		Central Station	

MARCH 2013 DRILL PARTICIPATION

Full Time/Part Time	03/05/13	03/12/13	03/19/13	03/26/13	4 March Drills		% Mar. Drills		YTD Drills-12		Mar. Calls-27		YTD Calls-77		% YTD Calls	Last Activity
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7	26%	27	35%	03/29/13
Barrett, S	X	X	X	X	4	100%	N/A	N/A	12	100%	6	22%	17	22%	03/30/13	
Carnahan, J	O	X	O	XX	2	50%	92%	92%	11	92%	15	56%	38	49%	03/30/13	
Connor, S	O	XX	XX	XX	3	75%	100%	100%	12	100%	12	44%	32	42%	03/30/13	
Jagoe, B	XX	O	X	X	3	75%	100%	100%	12	100%	16	59%	40	52%	03/27/13	
Moore, H	X	X	X	X	4	100%	100%	100%	12	100%	5	19%	20	26%	03/27/13	
Stober, G	XX	XX	X	X	4	100%	100%	100%	12	100%	16	59%	38	49%	03/29/13	
Tipler, M																
Chaplain																
Murphy, D	X	X	O	X	3	75%	92%	92%	11	92%	2	7%	9	12%	03/27/13	
Support																
Stober, A	X	X	X	X	4	100%	83%	83%	10	83%	N/A	N/A	N/A	N/A	01/22/13	
Captains																
Barrett, D	X	X	X	O	3	75%	83%	83%	10	83%	0	0%	14	18%	03/19/13	
Barrett, M	X	X	X	X	4	100%	92%	92%	11	92%	4	15%	12	16%	03/29/13	
Beck, D	X	O	X	X	3	75%	100%	100%	12	100%	4	15%	6	8%	03/26/13	
Iabichello, L	XX	X	X	O	3	75%	100%	100%	12	100%	12	44%	43	56%	03/30/13	
Madden, T	X	X	X	X	4	100%	100%	100%	12	100%	1	4%	6	8%	03/26/13	
Spinner, M	X	X	X	X	4	100%	92%	92%	11	92%	8	30%	28	36%	03/30/13	
Warren, P	X	X	X	X	4	100%	100%	100%	12	100%	11	41%	28	36%	03/30/13	
Station 1																
Annett, D	XX	XX	X	X	4	100%	100%	100%	12	100%	9	33%	32	42%	03/29/13	
Evans, B	X	X	O	O	2	50%	67%	67%	8	67%	0	0%	1	1%	03/12/13	
Gray, A	X	X	X	X	4	100%	67%	67%	8	67%	0	0%	2	3%	03/26/13	
Green, L	X	X	X	X	4	100%	92%	92%	11	92%	15	56%	35	45%	03/30/13	
Holden, J	X	O	O	O	1	25%	58%	58%	7	58%	0	0%	0	0%	03/05/13	
Heindel, M	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	12	44%	33	43%	03/30/13	
Larson, J	X	X	X	X	4	100%	100%	100%	12	100%	4	15%	11	14%	03/27/13	
Lemmonds, K	N/A	N/A	N/A	XX	N/A	N/A	N/A	N/A	N/A	N/A	10	37%	35	45%	03/30/13	
Orozco, K	X	X	X	X	4	100%	75%	75%	9	75%	11	41%	19	25%	03/30/13	
Payne, T	X	X	X	X	4	100%	83%	83%	10	83%	9	33%	20	26%	03/30/13	
Reid, Sam	O	O	O	O	0	0%	25%	25%	3	25%	0	0%	0	0%	02/26/13	
Sanchez, K	X	X	X	O	3	75%	0%	0%	0	0%	1	4%	9	12%	03/19/13	
Stapleton, C	X	O	O	O	1	25%	42%	42%	5	42%	3	11%	10	13%	03/30/13	

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				EMS Incident Cnt: 0
Total Incident Count		27		Fire Incident Cnt: 27

SAFETY COMMITTEE

March 26, 2013

MINUTES

Those in attendance: Buchanan, John Carnahan, Moore, Stober, Tipler, Murphy, Mike Barrett, Beck, Jagoe, Conner, Madden, Spinner, and Warren.

Lorana Ray

Chief Buchanan announced the passing of former Battalion Chief and Fire Marshal Lorana Ray, services to be next Saturday in Harrisburg. Three SVFR representatives will be pallbearers and we will send Engine One over with additional personnel.

Oregon Dunes Triathlon & Duathlon

Dunes City will host a triathlon on Saturday, May 11, 2013. We will assist Western Lane Ambulance District with EMTs to augment their ambulance personnel and we will assist with Boat 1 during the swim portion of the race.

Safety Check from Wilson-Heirgood Insurance

Chief Tipler passed out a Strain and Sprain handout of lifting problems and suggested solutions.

Meeting adjourned at 6:40 P.M.

Submitted by:

John Buchanan, Recording Secretary

Siuslaw Valley Fire and Rescue

Budget Committee
FY 2013/2014

Janet L. Huston
2625 Highway 101 North
Florence, OR 97439
541-997-3212

1. **Ms. Clara Anderson-Kuhn**
Committee Member – year 2
1250 Upas Street
Florence, OR 97439
541-997-7390
2. **Ms. Melissa Phillips**
Committee Member – year 1
P.O. Box 1076
2140 Oak Street
Florence, OR 97439
541-997-7439
3. **David Sedlacek**
Committee Member – year 1
85276 Glenada Road
Florence, Oregon 97439
541-999-8829
4. **Rick Cox**
Committee Member – year 3
P.O. Box 3497
05805 Canary Rd.
Florence, OR 97439
541-991-6210
5. **Ed Groshens**
Committee Member – year 3
1968 Seabrook Lane
Florence, OR 97439
541-997-1199
6. **Mr. Steve Olienyk**
Board President
P.O. Box 2046
Florence, OR 97439
541-997-9138
7. **Mr. Robert ‘Rob’ Ward**
Board Member
84216 Wright Road
Florence, OR 97439
541-997-8070
8. **Ms. Lori Gates**
Board Member
09600 North Fork Siuslaw Road
Florence, OR 97439
541-997-8846
9. **Mr. John Scott**
Board Vice President
P.O. Box 147
Florence, OR 97439
541-997-2544
10. **Ms. Cindy Spinner**
Board Secretary/Treasurer
1750 16th Street
Florence, OR 97439
541-997-5867