

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

Minutes of Board Meeting – October 17, 2012

Steve Olienyk, President of the Board, called the meeting to order at 5:30 p.m.

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

OTHERS PRESENT: Chief John Buchanan, Division Chief Janet Huston, and Division Chief Marvin Tipler were in attendance.

APPROVAL OF MINUTES: Director Scott made a motion to approve the minutes of the regular board meeting held on September 19, 2012. The motion was seconded by Director Ward and was approved by unanimous vote.

COMMUNICATIONS: None

PUBLIC HEARINGS: None

PUBLIC COMMENTS: None

FIRE DISTRICT INCIDENT REPORT: The report reflecting the activity during September 2012 was reviewed and various incidents were discussed.

FIRE DISTRICT TRAINING REPORT: The report reflecting training in September 2012 was reviewed.

SAFETY MEETING MINUTES: The safety minutes of September 25, 2012 were reviewed.

REGULAR AGENDA:

Chief Buchanan reported on the district's Information Technology system, indicating that we currently maintain and support over 25 devices, including workstations, laptops, routers, servers, and printers. He further indicated that our reliance on this modern evolving technology has increased to include all financial data, personnel records, volunteer response accounting, asset inventories, emergency response reports, fire station security cameras, an audio-visual system, and the list goes on. Since the purchase of our first computer, we have searched for the outside Information Technology consultant with well-trained employees with the knowledge, skills, and ability to meet our current challenges that would be able to keep our system reliable, secure, and confidential. With the three different Internet Technicians we have had over the years we experienced a catastrophic loss, a lack of follow up (fix one thing and then have three other features no longer work properly, and then limited time to spend on our system, which is frustrating at best. We have now contracted with Pacific Office Automation, the same firm from which we lease our photocopier/printer to monitor and maintain our system. The new company has 24 hour support and is currently assessing our needs for system continuity.

Chief Buchanan reported that our original website was constructed by WestCoast Media, but was not properly maintained, mainly the fault of our administrative staff for not making the time to get documentation to the webmaster for insertion on the site. We have met with WestCoast Media representatives and have initiated a new format for the website. Our past experience has given us a better understanding on what we want to see and how we can better maintain the site in-house. The cost of the new format for the re-construction of the website, which will allow us to change data routinely from our office costs approximately between \$5,000 and \$6,000.

MOTION: Director Ward made a motion authorizing us to proceed with the website project, not to exceed a cost of \$6,000. The motion was seconded by Director Scott and was approved by unanimous vote.

REVIEW OF THE BILLS:

MOTION: Director Spinner made a motion to ratify bills paid during the past month totaling \$86,265.85 and transfers from the Money Market Account to the Checking Account also made during the past month. The motion was seconded by Director Scott 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, November 28, 2012 at 5:30 p.m.

There being no further business to come before the Board, the meeting was adjourned at 5:50 p.m.

Respectfully submitted,

JANET L. HUSTON
Division Chief of Administration

SVFR

Department Journal

09/01/2012 to 09/30/2012

00:00 to 24:00

EMS/Search & Rescue Incidents, Training Classes

Time	Type	Record Id	Description/Location	Staff Hrs
Tue Sep 4, 2012				
19:00	TRAIN		Firefighter 1 Instruction Central Station	58.00
Tue Sep 11, 2012				
18:00	TRAIN		Burn to Learn Property outside City Limits	58.00
Wed Sep 19, 2012				
18:30	TRAIN		Weekly Training Drill	72.00
Thu Sep 25, 2012				
09:00	TRAIN		Vehicle Familiarization/Pump Testing Sutton Station	8.00
19:00	TRAIN		Association/Business Meeting Central Station	68.00
Total Entries:		5		Total Staff Hrs: 264.00

SVFR

Monthly Incidents

Alarm Date Between {09/01/2012} And {09/30/2012}

Incident	Type	Date	Location	Description
12-0000300-0	FIRE	09/01/2012	1.25 miles southeast of Florence,	3111 Medical assist, ATV
12-0000301-0	FIRE	09/01/2012	Cleewox Ridge	322 Motor vehicle accident
12-0000302-0	FIRE	09/01/2012	Star Road, west of Honeyman	3111 Medical assist, ATV
12-0000303-0	FIRE	09/01/2012	On Oak Street, between 38th and	142 Brush or brush-and-grass
12-0000304-0	FIRE	09/01/2012	5013 ALDER DR	5312 Smoke smell
12-0000305-0	FIRE	09/02/2012	Sand Dunes Frontier / Highway 101	3111 Medical assist, ATV
12-0000306-0	FIRE	09/03/2012	2ND ST & FOULWEATHER ST	444 Power line down
12-0000307-0	FIRE	09/04/2012	Highway 126 and MP 10	324 Motor Vehicle Accident
12-0000308-0	FIRE	09/05/2012	Highway 101 and MP 175	6112 Dispatched & cancelled
12-0000309-0	FIRE	09/06/2012	Highway 126 and MP 18	6114 Dispatched & cancelled
12-0000310-0	FIRE	09/06/2012	89722 Highway 101	6111 Dispatched & cancelled
12-0000311-0	FIRE	09/06/2012	587 MYEENA LOOP	622 No Incident found on
12-0000312-0	FIRE	09/07/2012	Highway 101 & 7TH ST	131 Passenger vehicle fire
12-0000313-0	FIRE	09/07/2012	2525 OAK ST	6111 Dispatched & cancelled
12-0000314-0	FIRE	09/07/2012	1965 24TH ST	5313 Smoke or odor
12-0000315-0	FIRE	09/09/2012	Incinerator Road #28 / Driftwood II	3111 Medical assist, ATV
12-0000316-0	FIRE	09/09/2012	Highway 101 and MP 174	6112 Dispatched & cancelled
12-0000317-0	FIRE	09/11/2012	89009 Condon Creek	311 Medical assist, assist
12-0000318-0	FIRE	09/12/2012	166 OUTER DR	5001 Service Call, Chaplain
12-0000319-0	FIRE	09/14/2012	87925 Highway 101	6114 Dispatched & cancelled
12-0000320-0	FIRE	09/16/2012	Highway 101 & 17TH ST	323 Motor vehicle/pedestrian
12-0000321-0	FIRE	09/17/2012	4969 Bee Creek RD	311 Medical assist, assist
12-0000322-0	FIRE	09/20/2012	17TH ST & SPRUCE ST	6111 Dispatched & cancelled
12-0000323-0	FIRE	09/20/2012	4798 Gloria Gayle	5001 Service Call, Chaplain
12-0000324-0	FIRE	09/21/2012	87843 RHODOWOOD DR	745 Alarm system activation,
12-0000325-0	FIRE	09/21/2012	1956 16TH ST	745 Alarm system activation,
12-0000326-0	FIRE	09/22/2012	1896 W PARK DR	553 Public service
12-0000327-0	FIRE	09/25/2012	2221 OAK ST	6111 Dispatched & cancelled
12-0000328-0	FIRE	09/25/2012	Highway 101 & 7TH ST	324 Motor Vehicle Accident
12-0000329-0	FIRE	09/26/2012	444 SHERWOOD LOOP	1112 Minor fire, exterior of
12-0000330-0	FIRE	09/26/2012	85060 Highway 101	6111 Dispatched & cancelled
12-0000331-0	FIRE	09/26/2012	2158 16TH ST	5312 Smoke smell
12-0000332-0	FIRE	09/27/2012	1560 21ST ST	311 Medical assist, assist
12-0000333-0	FIRE	09/28/2012	1374 Highway 101	323 Motor vehicle/pedestrian
12-0000334-0	FIRE	09/28/2012	HIGHWAY 101 & MUNSEL LAKE RD	324 Motor Vehicle Accident
12-0000335-0	FIRE	09/29/2012	Highway 101 at MP 178	322 Motor vehicle accident
12-0000336-0	FIRE	09/29/2012	Highway 101 and MP 194.5	324 Motor Vehicle Accident
12-0000337-0	FIRE	09/29/2012	777 MAPLE ST	744 Detector activation, no

SAFETY COMMITTEE
September 25, 2012

MINUTES

Those in attendance: Buchanan, Sean Barrett, Carnahan, Tipler, Mike Barrett, labichello, Madden, Jagoe, and Chaplin Murphy.

Apparatus Driving Policy

The policy is changed to reflect our Insurance carrier's recommendation that no volunteer firefighter under the age of 21 be allowed to drive a district vehicle code 3. The Captain still has the option to allow a qualified but not certified driver to drive code 3 when under supervision of a company officer.

Basic Requirement to become a firefighter

We have reinstated the requirement of an Oregon Drivers License to become a volunteer firefighter.

Pump Testing

Chief Moore reported that the day personnel are in the process of annual pump tests and are using the reserve engine to replace any apparatus that is being pump tested.

Meeting adjourned at 6:30 p.m.

Submitted by:

John Buchanan, Recording Secretary