

**Western Lane Ambulance District
Siuslaw Valley Fire and Rescue
Western Lane Fire and EMS Authority
2625 Highway 101 North, Florence, OR 97439**

Joint Meeting Minutes, November 21, 2019, 6:00 p.m.
Meeting Recorded and Televised on SVFR & WLAD Websites

SVFR BOARD MEMBERS PRESENT: Directors Sam Spayd, Alan Burns, and Ned Hickson (present 6:00 p.m. - 6:45 p.m.)

SVFR BOARD MEMBERS ABSENT: Directors Ron Green and Jim Palisi

WLAD BOARD MEMBERS PRESENT: Directors Mike Webb, Rick Yecny, Cindy Russell, and Larry Farnsworth

WLAD BOARD MEMBERS ABSENT: Director John Murphey

WLFEA BOARD MEMBERS PRESENT: Director Rick Yecny, Larry Farnsworth, Ned Hickson, and Sam Spayd (appointed to establish a quorum by Director Hickson)

WLFEA BOARD MEMBERS ABSENT: Directors Ron Green

STAFF PRESENT: Chief Schick, Jim Dickerson, Dina McClure, and Holly Lais.

President Hickson and Yecny called the meeting to order at 6:00 p.m. Roll Call established a quorum.

APPROVAL OF AGENDA:

SVFR: Director Burns made the motion to approve the agenda for November 21, 2019. Director Spayd seconded. Roll Call, motion passed unanimously.

WLAD: Director Webb made the motion to approve the agenda for November 21, 2019. Director Russell seconded. Roll Call, motion passed unanimously.

WLFEA: Director Hickson made the motion to approve the agenda for November 21, 2019. Director Yecny seconded. Roll Call, motion passed unanimously.

PINNING CEREMONY FOR NEW SVFR RECRUITS

New recruits Naomi Warren, Andrew Jeffords, William Jones, and William Yeo (SHDW) were sworn in by Chief Schick and pinned by family members.

Presentation: Jason Hawkins, CAO for Peace Health

- Hawkins gave an update on the Mobile Integrated Healthcare (MIH) Program. Members of the MIH program provide in-home care assessments, help patients understand their medications and help to deescalate situations like frequent flyers.
- Hawkins passed out informational White Pages that overviewed the program. He explained the impact the program has had since 2018, it's benefits for the community and their future goals.
- Chief Schick said that the key to the success of the program is passionate employees like Wendy Sullivan.

Presentation: Lori Severance, Community Support Team (CST) Coordinator

- Severance did a follow-up presentation and update on the Mobile Crisis Response (MCR) Program. The program addresses Mental Health issues and incidents locally. MCR incidents are dispatched and CST members respond to suicides/ interventions, acute mental health emergencies, people with bipolar disorder, and drug/ alcohol-related scenarios. They perform wellness checks and work with the homeless.
- She said the CST Team also respond to structure fires and codes 99 and 100 (CPR-in-progress and deaths) with firefighters.
- MCR kicked off November 15th and within its first week, members had responded to four incidents.
- Funding is 100% provided by Lane County, is funded for three years, and currently has a one year contract.
- Director Burns requested acronyms be explained for public knowledge.

PUBLIC COMMENT: None**APPROVAL OF MINUTES:**

1. **SVFR MINUTES:** Director Burns made the motion to approve the minutes of the Regular Meeting on October 24, 2019, and Special Meeting on October 31, 2019. Director Spayd seconded. Roll Call, motion passed unanimously.
2. **WLAD MINUTES:** Director Russell made the motion to approve the minutes of the Regular Meeting on October 24, 2019. Director Webb seconded. Roll Call, motion passed unanimously.
3. **WLFEA MINUTES:** Director Hickson made the motion to approve the minutes of the Special Meeting on October 24, 2019. Director Spayd seconded. Roll Call, motion passed unanimously.

REVIEW OF FINANCIALS – WLAD, SVFR, WLFEA:

- McClure said four months into the fiscal year, expenses should be tracking at 34%.
- Mary and Holly are being trained to run monthly financials and reports.
- P&L Comparison Reports for SVFR and WLAD will be provided in the board packets quarterly.
- Work is in progress to fine-tune the chart of accounts and financials such as the LifeMed annual transfers.
- Director Farnsworth requested that formats be presented vertically in the packet.
- Directors requested credit card statements for each entity.
- McClure said the first WLFEA financials are included in the board packet. She will continue to develop and add to the chart of accounts as expenses occur.
- Transaction questions from the board were answered.
- Director Yecny gave kudos for controlling the finances during the dry period.

OLD BUSINESS (WLAD Only):**4. WLAD Action Item: Approve Funding for PERS Side Account w/25% Match**

Chief gave an overview of the PERS Incentive Fund and said WLAD could apply on December 2nd. He recommended \$150,000 be put into the account, giving the district \$37,500 in matching from the state. Director Yecny opened it up for discussion and stated side accounts earn 7% interest, the fund would grow to mitigate the unfunded liability and it would decrease the percent the district pays for employees. Director Webb expressed caution suggesting they put the money in a more protected account with less

risk. Chief said in order to get the 25% match the district would have to give up control of the money. Director Russell was also concerned and wary of political decisions.

Director Farnsworth made the motion to approve \$150,000 Funding for PERS Side Account with a 25% match. Director Yecny seconded. Roll Call. Directors Yecny, Farnsworth and Webb voted yes. Director Russell voted no, but after further discussion changed her vote to yes. Motion passed.

Director Webb again suggested putting money in a separate account. Chief said the application only reserves WLAD a spot in the queue and payment is not required until August of 2020. Director Farnsworth agreed with Director Webb's idea of putting money into another account. Director Webb said if the board decides to sell the empty lot across the street, that money could be set aside for PERS.

OLD BUSINESS (SVFR & WLAD):

- 5. SVFR Action Item: Director Burns made the motion to approve the List of Surplus Items. Director Spayd seconded. Roll Call, motion passed unanimously.**
- 6. SVFR Action Item: Director Spayd made the motion to approve the Submission of a USDA Rural Development Grant. Director Burns seconded. Roll Call, motion passed unanimously.**
- 7. WLAD Action Item: Director Farnsworth made the motion to approve the Submission of a USDA Rural Development Grant. Director Russell seconded. Roll Call, motion passed unanimously.**

STAFF REPORTS:

8. Chief Report:

- Chief Schick reported he has been addressing city council questions about WLFEA. He has informed them that they will see no difference in responses and will be attending their January/ February meeting.
- Chief met with Lane Radio Interoperability Group (LRIG) to see how they can help with radio issues and concerns. The large batteries will need to be replaced. LRIG may possibly take over the Herman Peak site to cover maintenance and repeaters; discussions to follow on county-level decisions.
- Chief reported he is looking into the Drone Program used for search and rescues and for above structure fires. He has gone through the drone pilot school and is searching for grants.

9. Operations Chief Report:

- Ops Chief Dickerson reported that EMS and Fire Operations are continuing to combine and consolidate their reports. Both sides are up for incident and rescue responses compared to last year.
- Dickerson reported that fires also increased, even with Fire Prevention Month. We are 1 million loss down from last year, however.
- He announced that today and tomorrow ODF will have an approved burn.
- Director Farnsworth gave kudos to the firefighters who responded to the fire by the storage facility.
- The reports for the Ground Emergency Medical Transports (GEMT) need to be filed by the end of the month.
- Dickerson gave a shout-out to PJ Crescioni for wildland and to Rob Chance for attending Fire Academy on the East Coast. This training opportunity was covered by FEMA.

10. Office Manager Report:

- McClure reported on the Wi-Fi upgrade and IT Services RFPs.
- An RFP for banking services will be sent out in 2020.
- Director Farnsworth inquired about software vs. mechanical firewalls and switches. McClure said she would get back to him with more detailed information.
- The next Brown Bag Monday will host a presentation from LCOG about cybersecurity.
- McClure said we are first on a waiting list for the SDAO Board Practices Assessment.
- There was a discussion how other board members can fill in, in the absence of a WLFEA board member in order to have a quorum.
- McClure reported that the annual Christmas party for WLFEA will be December 13th from 12-1:30 and will have a gift exchange. SVFR & WLAD will have their family Christmas party on December 14th from 13:00-16:00. Santa will be arriving at 14:00 with presents for the kids. Both events are potluck.

Correspondence: Kudos from a citizens' correspondence were given to Lt. Jerry Ward.

DIRECTOR COMMENTS:

- Directors wished everyone a Happy Thanksgiving.

FUTURE AGENDA BUSINESS: Regular Joint Board Meeting Thursday, December 19, 2019, at 6:00 pm.

The meeting adjourned at 7:34 p.m. by Director Burns and Director Farnsworth.

SVFR & WLAD Board Directors announced that they would meet in Executive Session per ORS 192.660 (2) (d) for Labor Negotiator Discussions.

Directors did not plan to reopen the session and requested McClure to stay in attendance.

Respectfully submitted,
Holly Lais
Recording Secretary