

Medford Rural Fire Protection District #2
200 South Ivy, #151
November 5, 2019 3:00PM
Board Meeting Minutes

Call to Order 3:00PM- Regular Meeting

Roll Call

-	President Jack Tait
X	Vice President Bill Riggert
-	Sec/Treasurer Dan Marcisz
X	Director Joe Brooks
X	Director Lisa Sandrock

Type III Engine Delivery-

The new MRFPD2 Type III Engine arrived in Medford, and was made available for Board Members to inspect.

Introduction of Guests- None

Staff Members in Attendance

Brian Fish, Fire Chief
 Mark Shay, Deputy Fire Marshal- FLSD
 Pam Webber, Executive Admin Assistant

Public Comment- None

Motion to approve Minutes of October, 2019 Board Meeting- Brooks

Second- Sandrock

Motion carried- Unanimous

Agenda Meeting Attendees- Jack Tait

Financial Report- Report not available due to Marcisz absence

Expenses

		Line Item
PO#1760 Fire Com- Radio equipment for type 6's	8,021.68	2-5560
PO#1767 Motorola Solutions- Portable Radios for Type 6's	31,033.76	2-5560
PO#1768 Ram Offset Lithographers- Fall News Letter	2,485.39	1-5150
PO#1769 OR Secretary of State- Audit	250.00	1-5090
PO#1770 Government Ethics Comm- Annual Ethics Assessment	548.87	1-5075
PO#1771 Special Districts Association of OR	135.00	1-5050
PO#1772 City of Medford- Reimbursement for rental vehicle	188.64	1-5195
PO#1773 Brian Fish- Reimbursement for fuel, NFFM rental vehicle	59.83	1-5195
PO#1774 Zoll Medical Corporation- AutoPulse Shoulder Restraint	146.75	1-5070
PO#1775 Brenda Morris Bookkeeper Services	75.00	1-5023
PO#1776 Richard Brewster- CPA Audit	7,000.00	1-5000
PO#1777 Card Member Services- Quick Books Program	299.95	1-5160
Secretary Treasure Monthly Stipend	750.00	1-5180
Total	\$50,994.87	

Financial Report continued from page 1

Tax Receipts as of 10/4/19 \$4,238.72 into the 5942 Pool Account

Motion to pay expenses in the total amount of \$50,994.87-Sandrock

Second- Brooks

Motion carried- Unanimous

Correspondence- None

New Business

The new rosters with Lisa Sandrock's information were distributed.

Old Business

Policy Manual- This item was tabled until the next meeting when Marcisz and Tait are present.

Status of MFR Employees serving on the District Board of Directors

Terms of Office

Fiscal Policy

Stipend Policy Update

Staff Report

New Firewise Community, Sun Ridge Estates- Shay

On October 31st the Sun Ridge Estates Community became a Firewise Community; the second neighborhood established by MFR and the first in the Fire District. This means that the neighbors are advised on how to mitigate hazards and work together, as well as individually prepare their property. By becoming a Firewise Community, the citizens have the ability to apply for grants associated with Firewise measures. There is one local insurance company that recognizes this program and offers a discount on fire home owners insurance coverage as a result of Firewise designation.

ORSC R327.4 Wildfire Hazard Mitigation Construction Requirements Update- Shay

This is the Building Code adopted by the City of Medford following a long process of educating and getting local builders on board. FM Kleinberg's next step is to have the code adopted by Jackson County.

Wood Shake Roofs and Planning Vegetation Ordinance Update- Shay

City Council requested a study session on wood shake roofs. Kleinberg will offer three options to the Council that will include:

- Do nothing
- Prepare ordinance to require a minimum of Class A or Class B (Metal/Composition/treated shingles)
- Develop an ordinance that bans all wood shake and shingle roofs

Community Planning Assistance for Wildfire (CPAW) Grant Update- Shay

MFR applied for this non-monetary and non-matching grant that provides Federal CPAW assistance to evaluate and offer suggestions to improve the wildfire risk. The City of Ashland and Bend have each been awarded the grant. There is only one community selected each year.

Kleinberg is also working on an efforts to prohibit highly flammable plants, amend current code to require two access points for emergency evacuation and require the utilization of building products that are flame/ember resistant.

WUI Assessments/Evaluations Update- Shay

Shay noted that the evaluations were down in number while he is focusing on the CPAW Grant and FireWise Community.

Update on burning of hemp/marijuana- Shay

MFR has received numerous complaints and concerns from citizens regarding marijuana farmers who are burning the plants after harvest. The District burn window closed on October 31st. Hemp byproduct is legal to burn during burning season and it is illegal to burn Marijuana anytime.

Hemp Farm Challenges- Kleinberg

FLSD has worked closely by educating and issuing a notice of violation to a farm located on Coal Mine Road. FLSD found workers illegally occupying greenhouses with tents inside. A follow-up visit was made and now Jackson County is addressing county violations.

National Fallen Firefighter Memorial (NFFM)- Chief

Chief reported on the National Fallen Firefighter Memorial that he attended in October. Chief McGowan also attended and assisted with accompanying the Burns family for several NFFM events including the formal ceremony on Sunday. Two members of the MFR Pipes and Drums, and two members of the Local 824 FF Union also attended. The family was very appreciative of the department support. Chief thanked the Board for their support for a 2nd vehicle to transport family members.

Type III Report- Chief

Once Keylock returns, the inspections and testing and installation of equipment will take place. Brooks requested that the engine is labeled with "Purchased by MRFPD2"

Griphoist Rescue Report- Chief

Chief reported on a rescue utilizing the recently District purchased Grip Hoist device. This is a tool that was requested to enhance our rescue options and it was very useful for a recent response to a rollover vehicle accident.

Fire Chief Recruitment- Chief

Chief Eric Thompson was hired by the City of Medford. He will arrive in December to complete his move. His first day of work is January 2, 2020. Chief Fish will remain with the department to help the new Chief become acquainted and help him settle in. We anticipate that Chief Thompson will attend the January 8, 2020 District meeting. Riggert expressed that he regrets to see the Chief leave and that he appreciates the work that Chief Fish has done to make the transition smooth and successful.

Firefighter Recruitment- Chief

As a result of the FF recruitment process, five candidates were contacted for preliminary background checks. Chief Fish will make job offers to three firefighters and possibly four, if he is approved to over-hire in anticipation of the next retirement. There will be a joint training academy with JCFD3. Chief went on to explain the process to fill the vacant Battalion Chief position.

Activity Reports- Chief

Emailed to Board Members. No questions.

Task Force Deployment to California- Fish

Thirteen teams from Oregon were deployed to assist with the wildfire in Sonoma County, California. Ashland, JCFD5, JCFD3, Rogue River and Medford Fire-Rescue spent one week assisting. Tasks included laying hose into threatened properties, chasing spot fires, and mop up. There was discussion regarding the expenses and the reimbursement. MFR and MRFPD2 will be reimbursed by the state for the use of personnel and equipment.

Good of the Order

Review and discuss the appreciation plaque that the Board will present at the December meeting. Chief stated that the City will pay for the plaque.

SDAO Grant- There was a discussion regarding Dan Marcisz submission of the SDAO \$8,500 Training Building safety item grant application. There was confusion regarding the items that were submitted. This will be placed on the December agenda for more information from Marcisz. Those include:

- Resurfacing the floor of the new training building
- TruForce Door force prop
- Rappelling Anchor/Swivel
- Movable Wall System
- Recessed Electrical Outlets

Assistance to Firefighters Grant (AFG) Application Update- Fish

MFR applied for a Federal Grant for an air and light trailer. MFR was recently notified that we were not awarded the grant. Chief will contact our Federal Lobbyist in an effort to determine how we can be more successful with future grant applications.

Next meeting- December 4, 2019

Action Items

Action Item	Responsible Person	Due Date
Keylock install Microsoft Office to Sandrock’s Laptop	Keylock	ASAP

Meeting Adjourned
4:40PM

Respectfully submitted by Pam Webber, MFR