

LEBANON FIRE DISTRICT
BOARD MEETING MINUTES
OCTOBER 10, 2023

- Robert Taylor, Board President
- Dale White, Vice President
- Wyatt King, Secretary/Treasurer
- Allen Forster, Member
- Vacant, Member

- Joseph Rodondi, Fire Chief
- John Tacy, DC of Operations
- Ken Foster, Fire Marshal
- Mark Fitzwater, DC of Training
- Darlaine Smith, Office Administrator.
- Michael Perkins, Recruitment Lt.

CALL MEETING TO ORDER

The meeting was called to order and the flag salute was led by President Taylor at 5:30pm.

MINUTES: APPROVAL OF SEPTEMBER 12 & 18, 2023 MINUTES AND FINANCIALS

- Minutes and financials were reviewed.
- **Member Forster made a motion to approve the minutes and financials. Member White 2ND, all in favor, motion approved.**

CITIZEN COMMENTS

- None.

AGENDA ITEM #1 – BOARD MEMBER DISCUSSION

- Chief Rodondi discussed Member Schrader's resignation. The board needs to declare the position open. Chief will then notify Linn County of the vacancy and we can move through the process of replacing him. The next question is deciding how the board wishes to fill the position. The board has the opportunity to appoint a member until the next election cycle, which would be until 2025, so it would be an approximate 18-month appointment. Another option is to advertise the opening, or we can reach out to specific individuals. He asked the board for direction. Member White suggested we appoint an individual to fill the position. We're coming to a critical point where we're looking at an operating levy. Perhaps we reach out to specific individuals to determine their interest.
- **Member White made a motion to declare a vacancy on the board due to Member Schrader's resignation. Member Forster 2nd, all in favor, motion approved.**
- **Member White made a motion to reach out to interested parties for the board position. Member Forster 2nd, all in favor, motion approved.**
- Chief will confirm with our attorney that we do not have to advertise for the opening. He asked for any specific individuals that the board may want him to contact. President Taylor suggested Robbe Boren, who was interested in the past. He is now a budget committee member. Member White suggested Tim Mueller. Member Forster also suggested Mary Meader as a prospect. Chief stated he will contact these individuals and ask them to submit an interest letter. He will invite them to the November meeting to present to the board.

AGENDA ITEM #2 – 2024 BOARD GOALS

- Chief Rodondi stated he had emailed out the Board goals based on the workshop. They were discussed.
- FY 2024 Goals:
 1. Focus on Station 31 construction project completion.
 2. Explore avenues for new revenue generation.
 - a. Levy
 - b. Annexation
 - c. Fee Schedule Updates

- d. Partnerships
3. Continued Community outreach and marketing.
4. Continue with aggressive political and legislative action.

Chief asked that the board accept those objectives through a motion, and that will become our marching orders.

Member White made a motion that we accept those goals as presented. Member Forster 2nd, all in favor, motion approved.

AGENDA ITEM #3 – LEVY UPDATES

- Chief discussed the consultant we hired to help us with the levy. He will have Reagan attend the next meeting to meet the board. We are finalizing questions for a pollster to gain the public temperature on acceptance of the levy. Chief is reviewing some speaking points, which will be available to the board and all members, to assist with public inquiry.

AGENDA ITEM #4 – UNION ADDRESS THE BOARD

- Lt. Adamson informed the board that the newest firefighter just started on their shift. It's great to have them onboard. The union will be participating at a BBQ for the Booster Club in the next week. They want to be out helping the community.
- Chief informed the board that the Union took the lead in hosting the BBQ today for the construction workers at Station 31. They really appreciated it.
- Chief also gave a shout-out to the union because they have been working additional hours filling the vacancies on the M30 unit.

AGENDA ITEM #5 – VOLUNTEERS ADDRESS THE BOARD

- Lt. Perkins stated he has 11 members in the Volunteer academy. They're all doing great so far. He is planning the burn-to-learn, search drills, fire investigations, and other training.

AGENDA ITEM #6 – FIRE CHIEFS REPORT

- Chief Rodondi discussed the modified transfer policy. We have been having ongoing meetings with the hospital prior to implementation. They have been good partners. The new policy went into effect October 1st. It's been going very well. We are having conversations with the hospital regarding a potential cost sharing arrangement for transfers.
- The next thing we're addressing is the wall-time at the hospitals. The partners are working on a policy outlining the expectation of wall times. Chief's hope is that the partners will have a collaborative application of that policy with the hospitals. The hospital has been willing to have the conversations, so the process is moving along.
- Discussed the Single Role Paramedic hiring process. It's open through October. We've sent out mailers to all paramedics in the state. We've opened it up to lateral hires as well.
- Chief Suing gave a quick update on fleet. Two ambulances have arrived. We're waiting for the licenses, then they'll go in service. The engine we purchased from Texas has arrived. It's at Benton County for inspection before we put it in service. The truck broke another leaf spring. We got the repair kit for it, and it is back up and running. That is the fourth spring that's needed to be fixed and the engine is only four years old. Chief, Tacy and Suing are working on a letter to Pierce and Hughes Fire Equipment to discuss the issue.

- Chief informed the board that the City is now installing hydrants out in front of Station 34. Chief Foster discussed the matter further. The City is installing an additional hydrant in front of Station 34 for our use. The benefit to the city is that this is a dead-end line, so with us using it, it helps with the stagnation. We will also need to flush the line once a quarter. We will be able to eventually hook up to the water and move away from the well. Process should be completed within a couple months.
- Discussed political action. Representative Evans from Monmouth is proposing an initiative for another state tax capped at 25 cents per thousand. The purpose is to fund fire agencies throughout the state. The initiative is in the conceptual stages at this point.
- We are working with the City on a website upgrade. That process will take approximately 6 months. Discussed the cyber security measures and the requirements needed now in order to receive federal grants. We are working with the City on initiating a .gov email, which is now one of the requirements. It will be 6 months to a year before it's fully transitioned. Once it is, we will update our address blocks, letterhead, etc.
- OFDDA conference in November. Chief will be at an EMS Conference in Pennsylvania later this month.
- Darlaine's retirement luncheon will be October 31st, at 11:00.

AGENDA ITEM #7 –FIRE CHIEF EVALUATION

- Member White stated over the last couple months they've completed the formal evaluation of the Chief. It was a very positive evaluation. Chief is doing a great job and there were no problems that need to be address. His leadership ability is a stand-out thing. The efforts he's been making to bring forward Special Districts and have them recognized as a government entity is critical for us. It effects the amount of money we can receive from the federal government. As a board, they are very happy with the Chief's performance. Member White stated he has talked to many people throughout the station and he gets a lot of positive feedback. The board is happy to have him.
- Chief Rodondi stated regarding compensation, he's asking for the same increase that staff received. Staff had their increases applied through wages and deferred comp match. He's asking for his to be applied in the COLA aspect only, at 4% increase.
- **Member White made a motion to increase Chief's salary by 4%. Member Forster 2nd, all in favor, motion approved.**

OTHER AGENDA ITEMS

- None.

ADJOURN REGULAR SESSION

- Adjourn Regular Session at 6:12 pm.



Robert Taylor, Board President



Joseph Rodondi, Fire Chief