



REDMOND FIRE & RESCUE
341 NW DOGWOOD AVENUE
BOARD MEETING AGENDA
July 21, 2021 @ 9:30 am

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **AGENDA CHANGES**
5. **CONSENT AGENDA**
 - a. Meeting Minutes – June 16, 2021
 - b. Ambulance Billing/Fire Med Report
6. **PUBLIC COMMENTS**
7. **PUBLIC PRESENTATIONS**
 - a. Oath of Office
 - i. Gary Ollerenshaw
 - ii. Jessica Meyer
 - iii. Ken Kerfoot
8. **REPORTS**
 - a. City of Redmond Downtown Urban Renewal District Revenue Sharing
 - b. Monthly Response Report (OPS/EMS)
 - c. Wildland radio purchase
9. **FIRE CHIEF COMMENTS**
10. **NEW BUSINESS**
11. **OLD BUSINESS**
12. **BOARD MEMBER COMMENTS**
13. **BOARD PRESIDENT COMMENTS**
14. **ADJOURN**

To promote physical social separation guidelines currently in place at the federal and state level, public attendance at Board meetings will be by teleconference only. Members of the public who wish to attend the meeting should do so by joining from your computer, tablet or smartphone at <https://global.gotomeeting.com/join/797053381>. Or you can dial in using your phone to 1(408) 650-3123 at the designated time and entering the access code 797-053-381. Individuals who wish to attend the meeting but who do not have the ability to attend by computer or phone should contact the District Recorder at least forty-eight hours prior to the noticed meeting time by email at diane.cox@redmondfireandrescue.org. In person attendance will be limited per federal and state guidelines and social distancing measures will be practiced. The board packet is available on-line at www.redmondfireandrescue.org.

Anyone needing accommodation to participate in the meeting must notify Diane Cox at least 48 hours in advance of the meeting at 541-504-5020 or diane.cox@redmondfireandrescue.org. Redmond Fire & Rescue does not discriminate on the basis of disability status in the admission or access to treatment, employment or in its programs or activities.

REDMOND FIRE & RESCUE
BOARD MEETING MINUTES
June 16, 2021

BOARD PRESENT: President Carroll Penhollow, Vice President Carrol McIntosh, Secretary/Treasurer Craig Unger, Member Gary Ollerenshaw, and Member Ken Kerfoot

STAFF PRESENT: Fire Chief Ken Kehmna, Deputy Chief Jeff Puller, Chief Financial Officer Jodi Burch, Office Administrator Diane Cox, Battalion Chief Garrick Terry, Captain Bill Welch, and Administrative Assistant Shannon Biondi.

STAFF ABSENT: None

PUBLIC PRESENT: Jessica Meyer

CALL TO ORDER: President Penhollow called the meeting to order at 9:30 am.

ROLL CALL: All Present

AGENDA CHANGES: None

CONSENT AGENDA:

1. Meeting Minutes – May 19, 2021
2. Meeting Minutes – Special Board Meeting Minutes April 30, 2021
3. Ambulance Billing/FireMed Report

Board Member Unger made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION: None

DIVISION REPORTS:

Chief Financial Officer Jodi Burch

Monthly Financial Review

- a. Redmond Fire & Rescue is currently at 98.4% of the budgeted property tax and 100.3% of the budget for ambulance revenue.
- b. Beginning Fund Balance is \$2,977,627 which is 111.1% to date.
- c. Cash balance as of May 31st is \$4,527,122.
- d. May personnel cost: Salary - \$383,549, Overtime - \$101,599, Medical - \$78,694.
- e. Check Approvals
 - i. City of Redmond \$16,836.67
 - ii. SDIS \$84,755.60
 - iii. HRA VEBA \$12,833.45
 - iv. Mastercard \$19,317.45

v. US Bank	\$102,124.98
vi. Diamondback Fire	\$21,038.50
vii. Municipal Emer. Services	\$32,487.00

Public Hearing for Resolutions

- a. Public Hearing opened at 9:41am.
- b. Resolution 2021-04 was introduced to adopt Fiscal Year 2021/22 Budget, Making Appropriations and Levying/Categorizing the Tax. Board Member Kerfoot made a motion to approve the resolution. The motion was seconded by Board Member McIntosh and approved by unanimous vote.
- c. Resolution 2021-05 was introduced to Authorize and Execute the Lease Agreement for the Freightliner Wildland FX-3 Pumper Engine. Board Member Kerfoot made a motion to approve the resolution. The motion was seconded by Board Member McIntosh and approved by unanimous vote.
- d. Resolution 2021-06 was introduced to Adopt the Supplemental Budget #2. Board Member Ollerenshaw made a motion to approve the resolution. The motion was seconded by Board Member Kerfoot and approved by unanimous vote.
- e. Public Hearing closed at 9:48am.

Deputy Chief Jeff Puller

1. Monthly Response Report

- a. Total May Responses:
 - i. 401: 385 responses, 81 fire, 304 EMS
 - ii. 402: 32 responses, 12 fire, 20 EMS
 - iii. 403: 10 responses, 8 fire, 2 EMS
 - iv. 404: 106 responses, 33 fire, 83 EMS
- b. Mutual Aid:
 - i. Given: 13
 - ii. Received: 4
- c. Specific run types:
 - i. 22 Motor Vehicle Crashes
 - ii. 2 Electrical Fires
 - iii. 5 Alerts
 - iv. 6 Haz Mat / Gas Leaks
 - v. 3 Vehicle Fires
 - vi. 4 Smith Rock Responses
 - vii. 15 Fire Alarms
 - viii. 10 Burning Complaints
 - ix. 17 Assists/Requests for Service
- d. Chief Puller presented pictures of responses in May and fielded several questions from the Board regarding practices and response scenarios.

2. COVID

- a. Presumptive COVID-19 Data since we began tracking on March 22, 2020.
 - i. March 16 patients
 - ii. April 21 patients
 - iii. May 18 patients
 - iv. June 11 patients

- v. July 20 patients
 - vi. August 8 patients
 - vii. September 12 patients
 - viii. October 29 patients
 - ix. November 48 patients
 - x. December 58 patients
 - xi. January 48 patients
 - xii. February 26 patients
 - xiii. March 11 patients
 - xiv. April 24 patients
 - xv. May 12 patients
- b. One directive is still in place.
3. Fire Training Division
- a. Training was focused on water supply and engineering skills.
 - b. 6 members went through and completed the Engineer academy earning their DPSST certificates for:
 - i. Engine Operations
 - ii. Aerial Operations
 - iii. Wildland
 - iv. Rural Water supply
4. EMT Training Division
- a. All 6 FF/PMs have obtained their standing orders.
 - b. 2 conditional offers have been made to Single Role Paramedics.
 - c. Provided lunch to Redmond PD for Law Enforcement Week.
 - d. A-Shift participated in a joint simulation drill with St. Charles-Redmond.

FIRE CHIEF REPORT: Chief Ken Kehmna

- 1. Fire Marshal
 - a. Recruitment began this week. Will be advertised nationally.
- 2. Deputy Fire Marshal
 - a. The position has been permanently filled by interim Deputy Fire Marshal Wade Gibson.
- 3. Director McIntosh
 - a. Chief Kehmna recognized Director McIntosh with gratitude for his 22 years of service to Redmond Fire & Rescue. In acknowledgement of his last meeting as a member of the Fire Board, Director McIntosh was presented with a commemorative plaque.
 - b. A representative from Local 3650 followed Chief Kehmna's presentation with additional words of thanks. The union presented an additional plaque to Director McIntosh thanking him for his long-time service.

EXECUTIVE SESSION:

President Penhollow recessed the regular session at 10:25am.

Oregon Law permits public bodies to meet in executive session to discuss specific matters which are not open to the public. Final actions or decisions on these matters will be made during regular session.

ORS 192.660(2)(i) authorizing executive sessions “to review and evaluate, pursuant to standards, criteria and policy directives adopted by the governing body, the employment-related performance of the chief executive officer of any public body.”

REGULAR SESSION REOPENING:

Board President Penhollow returned to regular session from Executive Session at 11:58am.

MOTIONS AS RESULT OF EXECUTIVE SESSION:

Board Member Ollerenshaw made a motion to approve the salary increase for Chief Kehmna. The motion was seconded by Member Kerfoot and approved by unanimous vote.

NEW BUSINESS: None

OLD BUSINESS: None

BOARD MEMBER COMMENTS: Members of the Board expressed their gratitude to Board Member McIntosh for his service and wished him well.

BOARD PRESIDENT COMMENTS: None

ADJOURN: Being no further business, Board Member Ollerenshaw moved to adjourn. The motion was seconded by Board Member Kerfoot and was approved by unanimous vote. The meeting was adjourned at 12:01pm.

Approved:

	July 21, 2021
_____ Carroll Penhollow, President	Date

	July 21, 2021
_____ Craig Unger, Secretary/Treasurer	Date

Attest:

	July 21, 2021
_____ Shannon Biondi, Administrative Assistant	Date



Redmond Fire & Rescue
Ambulance Billing Report July 2021

HealthEMS RevNet	
June Charges	(Net) 357,004
June Payments	178,662
June Write Offs	(55,837)
FireMed	\$ 2,606.41 (9 claims)
Collections	52,313.71 (61 claims)
Bankruptcy	916.42 (1 claim)
YTD Accounts Receivable (06/30/2021)	556,578
Billed through 06/29/2021 as of 6/30/2021	

FireMed Statistics	May	YTD
FireMed Member Payment	3,605.50	47,185.67
Donations	0.0	46.00
Patient Account Write-Offs	(1,985.89)	(26,066.52)
Life Flight Management Fee	(901.38)	(11,796.42)
FireMed Revenue	718.23	9,368.73

YTD is fiscal year July 1, 2020 – June 30, 2021



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STAFF REPORT

DATE: 7/21/2021

TO: BOARD OF DIRECTORS
THROUGH: KEN KEHMNA, FIRE CHIEF
FROM: JODI BURCH, CFO
FROM: RON HAWKINS, BATTALION CHIEF
SUBJECT: PURCHASE OF WILDLAND RADIOS

Addresses Fire Board Goal:

Strategic Goal #2: Provide exceptional public safety and emergency services (Fire & EMS).

Report in Brief:

District staff are requesting approval to purchase approximately \$80,000 in wildland radios.

Background:

After Oregon's fire season last fall and the current fire season, District staff have identified a need to purchase new wildland radios. The District recently upgraded our main radios used each day, however the wildland radios are outdated. These outdated wildland radios make communicating with partner agencies such as ODF, BLM, OSP, USFS, OSFM, etc. challenging. This was apparent on the recent Antler Fire in late June.

Through research, District staff learned of the availability of a new radio model. In addition to enhanced features, the new model includes GPS tracking, which improves firefighter safety and allows for tracking in the event the radio is lost or stolen. Also, the existing model is being discontinued in the coming years and soon thereafter will not be supported. While the new model is about 25% more expensive, staff feels the added operability, safety features and lifespan are worth the increased cost. Currently, the radios are about eight weeks out, but they were six weeks out the week before. The availability of new models combined with the recent fire season has increased demand for the new radios, which continues to extend delivery times.

Discussion:

The FY 2021/22 budget has \$30,000 for wildland radios, however staff would like to: 1) purchase more radios than originally planned, and 2) upgrade to a newer, more expensive

model.

The District has received a quote for \$77,302.64, which includes 26 radios and associated batteries, mics, chargers, antennas, cable, mounts, etc. This also includes outfitting the new Type 3 engine. The prices agree with the rates on the state contract. The order total may vary slightly if additional accessories are purchased.

Additionally, staff were concerned that if delivery times continued to increase, the radios may not arrive in time to be placed in service this fire season. Therefore, District staff signed the quote to expedite the purchase and minimize any additional delay. However, the order can be modified or cancelled at any time before the radios ship.

Fiscal Impact:

No unbudgeted impact. The FY 2021/22 budget has \$30,000 specifically earmarked for wildland radios. Additionally, \$50,000 of the \$100,000 available for items of highest need would be used on wildland radios.

Alternative Courses of Action:

- 1) Direct staff to cancel the order.
- 2) Request additional information.

Recommendation/Suggested Motion:

“I move to approve the purchase of the wildland radios at a cost of approximately \$80,000.”