

MINUTES OF TUALATIN VALLEY FIRE AND RESCUE BOARD OF DIRECTORS
MEETING ON TUESDAY, AUGUST 25, 2009, 6:30 P.M., AT THE DISTRICT
ADMINISTRATION OFFICE LOCATED AT 20665 S.W. BLANTON STREET, ALOHA,
OREGON

ATTENDANCE

Board Members: Clark Balfour, Gordon Hovies,
Robert Wyffels

Brian Clopton and Carol Gearin had excused absences.

Others present: Deputy Chief Mike Duyck, Sherry
Arasim, Sherri Camarillo, Claire Doolittle,
Steve Forster, Kirk Hale, Alec Jensen, Dustin Morrow,
Walt Peck, Gary Wells, Bev Wilkinson – TVF&R;
Bob Blackmore – Attorney

REGULAR SESSION

CALL TO ORDER

President Wyffels called the Board meeting to order at
6:31 p.m.

CONSENT AGENDA

Approval of Board Meeting Minutes (July 28, 2009).

**Mr. Balfour moved, seconded Mr. Hovies, approval
of the Board Meeting Minutes (July 28, 2009).
Motion carried unanimously.**

RECOGNITION

There was no recognition.

CITIZEN PARTICIPATION

There was no citizen participation.

STAFF PRESENTATION

Architectural Review of New CBOC Board Room.
Deputy Chief Mike Duyck reminded the Board that
staff would return with suggestions received for the
Board room at the new Command and Business
Operations Center. Deputy Chief Duyck said the new
Board room will have the same feel as the existing
room. The current square footage is 1,012 feet. The
new room will be 1,120 feet. Monitors will be recessed
and the elevation of the Board seating will be slightly
higher in order to see the full audience. Technology
and acoustics will also be dramatically different.

STAFF PRESENTATION (cont)

ADA requirements will be put into place and a multipurpose room will be located adjacent to the Board room to allow for more flexibility.

A refreshment bar will be added and the presenter's table will be flexible and positioned nearer to the Board for easy interaction. Restrooms will be situated close to the Board room.

The fit and finish of the room will be similar to the council chambers at the City of Wilsonville.

FINANCE

Finance Report (July 31, 2009). Controller Claire Doolittle reviewed the financial report for the period ending July 31, 2009. Benchmark is at 8.33% for the first month of the fiscal year.

Quarterly Investment Report (June 30, 2009). Controller Claire Doolittle reviewed the pension funds, operating investments, and pension investments for the period ending June 30, 2009, as required per Board policy.

CORRESPONDENCE

There was no correspondence.

OLD BUSINESS

Board Policy Section Eleven (Community Services). Director of Community Services Walt Peck reported that staff presented revisions to Board Policy Section Eleven – Community Services to the Board of Directors for comment and First Reading at the July 28, 2009 meeting. The Board suggested an additional statement be incorporated into Section 11.8.D, which is reflected in the attached draft.

**Mr. Hovies moved, seconded Mr. Balfour, approval of Second Reading of Board Policy Section Eleven – Community Services.
Motion carried unanimously.**

Sherri Camarillo gave the Second Reading of Board Policy Section Eleven by title only.

NEW BUSINESS

Board Policy Section One (District Board Operations). Executive Officer Alec Jensen reported that consistent with practice, staff has reviewed Board Policy Section One – District Board Operations and recommends changes as reflected in the attached draft.

Mr. Balfour moved, seconded Mr. Hovies, approval of First Reading by title only, of Board Policy Section One – District Board Operations. Motion carried unanimously.

Sherri Camarillo gave the First Reading of Board Policy Section One by title only.

CHIEF'S REPORT

Capital Bond Update. Assistant Chief Dustin Morrow reported on the following stations:

Station 34 – Tualatin: Permitting of the revised design is underway. Staff anticipates permits will be received by the end of September. Due to delays caused by the redesign, construction will be delayed until spring to avoid potential winter weather problems. The tentative construction start date is April 2010.

Station 53 – Progress: Construction is underway with rough grading complete and under-slab drainage systems installed. A sewer connection redesign has been completed, under-slab utilities are being installed, and foundation work has commenced.

Station 58 – Bolton: Construction is underway with utility tie-ins, retaining walls to be completed in the near future, and backfilling and foundation building to begin August 31, 2009.

Station 59 – Willamette: Construction is underway with utility tie-ins, power pole relocation, structural framing, and mechanical, electrical, and plumbing rough-in to begin in the near future.

CHIEF'S REPORT (cont)

Station 65 – West Slope. Because Station 65 was originally approved by Washington County and subsequently annexed into the City of Beaverton, the City has determined that a major modification to conditional use will be required.

A pre-application meeting with the City of Beaverton Planning Department is being scheduled for early September. A neighborhood meeting with the West Slope Neighborhood Association is scheduled for September 15, 2009. Staff is currently reviewing preliminary designs for a two-story remodel.

AC Morrow also reported staff is working with Peck, Smiley, Ettl Architects on the interior design of the new Command and Business Operations Center located in Tigard.

Deployment Update. AC Morrow explained substantial changes are taking place to allow the right resource to respond to the right call at the right time. In the first quarter of 2010, staff hopes to begin using single and two person units to respond to certain code calls. Staff is working with WCCCA and physician advisors to modify dispatch and to be able to triage efficiently using the smaller units. TVF&R is working with the Beaverton Police Department and Washington County Sheriff's Office to work through some of the challenges that could be involved in this type of response.

AC Morrow reported that fire departments in Arizona and North Carolina are currently working on similar projects. He said although their programs are somewhat different, it is good to see other agencies sharing the same interests. AC Morrow relayed there will be more information to report to the Board in the near future.

Entry Recruit Academy. AC Morrow reported there are 16 recruits in the 16-week academy that will begin training on September 1, 2009. AC Morrow said four TVF&R volunteers applied and were selected for the academy.

CHIEF'S REPORT (cont)

A welcoming reception will be held at the Training Center on August 31 from 4:00 – 6:00 p.m.

OFDDA/OFCA Joint Conference. Deputy Chief Duyck reported the Joint Conference will be held November 5–7, 2009, at the Riverhouse Convention Center in Bend. Board members who would like to attend should notify staff to make arrangements.

Fire Rescue International Update. Deputy Chief Duyck reported Chief Johnson will be sworn in as President of the International Association of Fire Chiefs on Friday, August 28, 2009. The conference will be held in Dallas, Texas.

Station 52 Dedication to Volunteer Terry Lowrie. Deputy Chief Duyck reported the station dedication to deceased volunteer Terry Lowrie was held on August 22, 2009, and was very well attended. Chief Duyck said the Lowrie family was very appreciative and complimentary of the District for making the dedication.

Fire Code Appeals Board Appointments. Fire Marshal Steve Forster reported terms have expired for all six members of the Fire Code Appeals Board. He submitted and recommended six candidates to fill the next three year term. FM Forster said staff has taken great care to ensure the District has extremely qualified members who would represent a broad spectrum of public and private sector experience.

The candidates were referred to TVF&R and FM Forster has contacted each of them. The appointments will be effective September 1, 2009.

PRESIDENT'S REPORT

President Wyffels reported the dedication of Station 52 was well orchestrated. On behalf of the Board of Directors, he thanked staff for their efforts in helping to make it a historic moment for the District.

ITEMS NOT LISTED ON THE
AGENDA

There were no items not on the agenda.

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ADJOURN

**Mr. Balfour moved, seconded Mr. Hovies, to adjourn the meeting.
Motion carried unanimously.**

There being no further business to come before the Board, President Wyffels adjourned the meeting at approximately 7:28 p.m.

Approved this _____ day of _____, 2009.

Secretary/Treasurer
sdc