



SANDY FIRE DISTRICT

Here for you



BOARD OF DIRECTORS MEETING MINUTES NOVEMBER 8, 2023

ATTENDANCE

Board of Directors: Board Chair Sue Hein, Vice Chair Mark Maunder, Sec/Treasurer Ryan Fox, Director Andrew Brian, and Director Ron Lesowski

Others present: Nick Browne, Trevor Cooper, Steve Deters, Shelby Hopkins, Ryan Kragero, Phil Schneider

Other community members and citizens were in attendance. The full video conferencing attendance can be provided upon request. A video recording of this meeting is available, and the timestamps are noted for each section below.

I. CALL TO ORDER PER ORS 192.610 TO 192.690

ORS 192.650 – The meeting is being recorded.

Board Chair Sue Hein called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. CHANGES TO AGENDA

Chief Browne noted two changes to the agenda:

- a) Section VII, Business Item B-1, will be presented by Assistant Chief (AC) Steve Deters in the absence of Chief Financial Officer (CFO) Mark Whitaker.
- b) Section IX, Informational Only, Division/Department Reports R-1c, will be presented by AC Deters in the absence of CFO Whitaker.

Timestamp: 02:56 – 03:33

IV. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON OCTOBER 18, 2023

The minutes of the regular board meeting were approved as written.

Director Andrew Brian made a motion to approve the Regular Board Meeting Minutes from October 18, 2023. Director Ron Lesowski seconded the motion. The motion passed unanimously.

Timestamp: 03:33 – 04:09

V. PUBLIC COMMENT *(The President will call for statements from citizens regarding District business, not to exceed three minutes per person.)*

No comments.

Timestamp: 04:09 – 04:17

VI. PRESENTATION – City of Sandy Temporary Moratorium on Further Growth in the City - Public Works Director Jenny Coker

Public Works Director Jenny Coker gave an update on the City of Sandy Temporary Moratorium.

Timestamp: 04:17 – 27:06

VII. BUSINESS – Action required

B-1 Request Sandy Fire District #72 Board of Directors approve one-time transition costs to be paid to Clackamas Fire District – CFO Mark Whitaker

In the absence of CFO Whitaker, AC Deters presented the financial report with corresponding transition costs pertaining to the contract for service agreement between CFD and Sandy Fire.

Director Brian made a motion to pay Clackamas Fire District \$41,932.00 for transition costs. Sec/Treasurer Ryan Fox seconded the motion. The motion passed unanimously.

Timestamp: 27:06 – 30:28

VIII. OTHER BUSINESS – No action required

**OB-1 Board Committee/Liaison Reports
Joint Oversight Committee**

Director Ron Lesowski reported on the Joint Oversight Committee meeting.

Timestamp: 30:28 – 31:18

OB-2 Board Informational Updates/Comments

No updates.

Timestamp: 31:18 – 31:18

IX. INFORMATIONAL ONLY

A. Division/Department Reports

R-1a Office of the Fire Chief – Fire Chief Nick Browne

Chief Browne mentioned that in the last 40 days CFD has had 28 structure fires. He also mentioned that CFD has received a FEMA grant for cardiac monitors.

Chief Phil Schneider reported that the Trick or Treat Trail in Sandy on October 28, 2023, was attended by more than 1500 citizens.



SANDY FIRE DISTRICT

Here for you



Chief Browne mentioned upcoming Operation Santa events in Sandy; a parade on Friday, December 8, 2023, and a donations drop-off on Saturday, December 9, 2023, at the Sandy fire station.

Station Captain Trevor Cooper gave a brief report on recent fires and activities at the Sandy station.

Timestamp: 31:18 – 33:59

R-1b Office of Business Services – Assistant Chief Steve Deters

AC Deters reported on the call volume at the Sandy station.

Chief Browne added that CFD chief officers attended a chiefs' roundtable in Boise with several west coast fire departments.

Timestamp: 33:59 – 36:42

R-1c Office of Financial Services – Chief Financial Officer Mark Whitaker

AC Deters reported financials for CFO Whitaker in his absence.

Timestamp: 36:42 – 38:02

R-1d Volunteer Association Report – Volunteer Coordinator Ryan Kragero

Volunteer Coordinator (VC) Kragero shared volunteer staffing, training, and events attended by the volunteers. A new volunteer academy began on October 17, 2023, with 15 recruits.

Chief Schneider commended the volunteers for their service.

Timestamp: 38:02 – 43:44

B. CORRESPONDENCE and INFORMATIONAL ITEMS

As noted.

Timestamp: 43:44 – 44:23

C. OPEN AGENDA

Nothing reported.

Timestamp: 44:23 – 44:46

D. NEXT MEETING

The next Board of Directors meeting will be on Wednesday, December 20th, at 5:00 p.m. The meeting will be hybrid, with the public invited to attend either by remote video conferencing or in person at Station 71 Annex (17459 Burns Ave. Sandy, OR 97055).

Timestamp: 44:46 – 45:00

X. ADJOURNMENT

The regular Board of Directors meeting was adjourned at 5:43 p.m.

Director Brian made a motion to adjourn the meeting. Director Lesowski seconded the motion. The motion passed unanimously.

Minutes recorded by Executive Manager Shelby Hopkins and prepared by Administrative Technician Kelly Franzen.

Board Chair Sue Hein

Secretary/Treasurer Ryan Fox