

Lake Grove Fire District #57
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Directors:
Grant Howell
Bretley Hanson
Allen Patterson
Sherry Patterson
Jon Harrell

April 12, 2023 Lake Grove Fire District Monthly General Board Meeting Minutes

Board President Grant Howell called the General Board meeting to order at 5:34 pm via Google Meet and held in person at the Main Fire Station (214) in Downtown Lake Oswego

In Attendance:

Grant Howell, Bret Hanson, Sherry Patterson, Jon Harrell, Allen Patterson, Tom Hinkle, Lisa Volpel, Bonnie Robb, Greg Espinoza, Luke Lappin, Assistant Chief Kris Artman, Michelle Cushing

Business:

1. The Board reviewed the agenda for tonight's meeting.
2. The Board reviewed the minutes from the General Board meeting on March 15, 2023.
 - a. Jon moved to approve the minutes; Allen seconded the motion. **Motion passed unanimously**
3. Fire Chief's Report – Assistant Fire Chief Kris Artman joined the meeting tonight.
 - a. The Chief and Assistant Chief have been working on the Emergency Operations Plan. Education, training and response if there was an active threat in the City.
 - b. The next CERT class is going to start on Thursday, April 27 and continue every Thursday evening until the final exam on Saturday June 3.
4. Grant asked the Board about their goals for 2022-2023.
 - a. Board Member Handbook – Grant has started the draft and will enlist other Board members to assist as needed.
 - b. Meals with the 4 Fire Stations – The meals with the fire stations went really well. There was a need for additional PBI hoods and Structure Fire gloves discovered in discussions with the fire crew at Station 211. The Board purchased 16 hoods and 8 pairs of Structure Fire gloves for LOFD this quarter.
 - c. Fire Protection Awareness and Education – Allen and Sherry will lead this goal. Sherry will reach out to the State Fire Marshal's office to gather information on fire suppression systems, Allen will gather information from other sources for fire suppression information.
 - d. Traffic Safety Study – Completed Friday August 26.
 - e. Local Option Levy – On the special election ballot May 16, 2023 – The Board decided to keep the local option levy at its existing rate of .15 per \$ 1,000 of assessed value. This local option levy will run from July 1, 2024 through June 30, 2029.
5. The Board asked Michelle to reach out to LOFD and see if they were going to incorporate Narcan subject matter into the CERT Program. The Board also asked her to confirm that the Lake Oswego schools do have Narcan for their use if needed. Greg Espinoza suggested Michelle contact Clackamas County Public Health to see about Narcan availability.

6. Grant mentioned that Toby Hays is the new shop steward for the Lake Oswego Fire Department replacing JT Anoushiravani, who was promoted to Battalion Chief in February 2023.
7. Allen and Sherry are going to contact the Oregon State Fire Marshal's Office in Salem. The Fire Marshal's office enforces the State Fire Code and the Board remains concerned about the propane tank at the proposed bus barn site on Lakeview Blvd. Allen and Sherry want to gather additional information on the fire risk and share the information they gathered from BakerRisk of Houston, Texas with the State Fire Marshal's Office.
8. Financial Report
 - a. The Board reviewed the monthly financial report.
 1. Allen moved to pay the bills as presented; Grant seconded the motion.
Motion passed unanimously.
 - b. Both bank reconciliations were completed for March 31, 2023. Grant reviewed and approved these bank reconciliations.
 - c. The second installment for fiscal year 2022-2023 of \$ 259,285.86 is due by April 14, 2023 to the City of Lake Oswego for the fire services contract. Allen will make the transfer tomorrow.
9. Safety Update
 - a. Grant asked the Board members present if they were aware of any safety issues and the response was no.

The Board meeting adjourned at 7:10 pm.