

REDMOND FIRE & RESCUE
BOARD MEETING MINUTES
February 16, 2022

BOARD PRESENT: President Carroll Penhollow, Vice President Gary Ollerenshaw, Secretary/Treasurer Craig Unger, Member Ken Kerfoot, and Member Jessica Meyer.

STAFF PRESENT: Fire Chief Ken Kehmna, Deputy Chief Jeff Puller, Chief Financial Officer Jodi Burch, Office Administrator Diane Cox, Fire Marshal Tom Mooney, Battalion Chief Steve Fiero, Battalion Chief Ken Brown, Battalion Chief Ron Hawkins, Battalion Chief Garrick Terry, Captain Matt Crawford, Captain Andrew White, Captain Devon Bowen, Captain Dustin Miller, Captain Josh Clark, Captain Bill Welch, Captain Beth Mitchell, Captain Garrett Robertson, Engineer Will Cole, Engineer Kevin Broadsword, Engineer Jim Robison, Engineer Jake Thompson, Engineer Brett Hulstrom, Engineer Lane Charley, Engineer Chris Kraft, Engineer Erik Engalgau, Engineer Aaron St. John, FF/PM Zack Humphries FF/PM Chandler Oliveira, FF/PM Sean Fortune, FF/PM Chelsea Maloney, FF/PM Dylan Bradford, FF/PM Kyler Christiansen, Paramedic Cole Pyne, Paramedic Logan Strubhar, EMT Emmett Willis, EMT Grant Caudel, Administrative Assistant Jessica Jackson, and Administrative Assistant Shannon Biondi.

STAFF ABSENT: None

PUBLIC PRESENT: None

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 – January 19, 2022

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

REPORTS:

1. Financial - CFO Jodi Burch
 - a. Monthly Financial Review
2. Administration/Ambulance Billing- Office Administrator Diane Cox
 - a. February 2022 Ambulance/Billing Report
3. OPS Report - Deputy Chief Jeff Puller
 - a. Total January Responses:

- i. 401: 434 responses, 100 fire, 334 EMS
 - ii. 402: 50 responses, 20 fire, 30 EMS
 - iii. 403: 12 responses, 3 fire, 9 EMS
 - iv. 404: 127 responses, 37 fire, 90 EMS
 - b. Mutual Aid:
 - i. Given: 6
 - ii. Received: 1
 - c. Specific run types:
 - i. 23 Motor Vehicle Crashes
 - ii. 3 Electrical Fires
 - iii. 1 Alerts
 - iv. 3 Haz Mat / Gas Leaks
 - v. 2 Vehicle Fires
 - vi. 0 Smith Rock Responses
 - vii. 21 Fire Alarms
 - viii. 10 Burning Complaints
 - ix. 13 Assists/Requests for Service
 - d. COVID
 - i. One COVID directive is still in place.
 - ii. COVID related patient count
 - 1. December-16
 - 2. January-69
 - e. Fire Training Division
 - i. 746 combines hours of training
 - ii. 6 Firefighters completed probation and participated in quarterly evaluations in Rope Rescue.
 - iii. Policy review, pumping and hose evolutions.
 - iv. Engineer Evolutions
 - v. Structure Fire Ops (Quarterly Training Plan)
 - f. EMT Training Division
 - i. Culture, Race, Gender, Ethnicity Training (New required Training by OHA)
 - ii. 5 Engineer Paramedics obtained their standing orders.
 - g. Other Operational Updates
 - i. Type 3 Engine 441 is now in service.
 - ii. Type 4 Engine 445 (GI) will be returned to ODF and then repurposed to the newly forming Lower Bridge Rangeland Association. All radios, tools and equipment will be removed prior to returning the engine.
 - h. Chief Puller presented pictures of responses in January and fielded several questions from the Board regarding practices and response scenarios.

FIRE CHIEF COMMENTS: Ken Kehmna

1. AP Triton
 - a. AP Triton will be holding their meetings next week virtually. The Board would prefer them to be in person and Chief Kehmna will check if that would be possible.
2. St. Charles Health System
 - a. St. Charles Health System is in the process of modifying their structure. They are designating the Redmond facility and the Bend facility as the same campus. This will change some of the billing processes for RF&R.
3. Fire Chief Retirement
 - a. Chief Kehmna will be retiring April 1st. He thanked everyone for the opportunity to work with them.

EXECUTIVE SESSION:

President Penhollow recessed the regular session at 10:41am.

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. Per ORS 192-660(2)(a) authorizing an executive session “to consider the employment of an officer, employee, staff member or agent.”

REGULAR SESSION REOPENING:

Board President Penhollow returned to regular session from Executive Session at 11:54am.

MOTIONS AS RESULT OF EXECUTIVE SESSION:

1. Board Member Ollerenshaw made a motion to create an Executive Search Committee for the selection of a new Fire Chief to include Director Meyer, Director Kerfoot, CFO Burch, a representative from IAFF 3650, and Office Administrator Diane Cox as the facilitator. The motion was seconded by Member Kerfoot and approved by unanimous vote.
2. Board Member Ollerenshaw made a motion to also create a Sub-Committee for hiring an Interim Fire Chief to include Director Meyer, Director Ollerenshaw, other Directors as needed, and Office Administrator Diane Cox as the facilitator. The motion was seconded by Member Kerfoot and approved by unanimous vote.
3. Board Member Ollerenshaw made a motion to recommend hiring Western Fire Chiefs for the new Fire Chief hiring process. The motion was seconded by Member Kerfoot and approved by unanimous vote.

NEW BUSINESS: None

OLD BUSINESS: Lapine and Deschutes County are discussing the permanent ban on fireworks. The City and County can decide to ban them but Fire Districts have no say.

BOARD MEMBER COMMENTS: The Board Members would like their phone numbers included on the internal phone roster.

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 12:04 pm.

Approved:



Carroll Penhollow, President

March 16, 2022

Date



Craig Unger, Secretary/Treasurer

March 16, 2022

Date

Attest:



Shannon Biondi, Administrative Assistant

March 16, 2022

Date