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Boardman Fire Rescue District Board of Directors  
Meeting Minutes  
September 12, 2024  
Boardman Fire Station 81  
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

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**CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:** 7:00 p.m.

**PRESENT**

Directors: President Lisa Pratt, Vice President Loren Dieter, Director Ken Browne  
Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Battalion Chief Sam Irons  
Excused: Directors David Boor and Luis Medel Rodriguez

**PUBLIC COMMENT:** None

**AGENDA ADJUSTMENTS:** None

**DIRECTOR REPORTS**

After discussion, the Board agreed to hold a work shop on Friday, October 25<sup>th</sup> at 8:30 a.m. Bylaws and the Emergency Plan will be the main topics of the work shop.

**FIRE CHIEF'S REPORT** – Chief Mike Hughes

1. Ambulance Service Area Plan (ASA): As of 6:00 a.m. September 6<sup>th</sup>, BFRD ceased providing interim ambulance service in Heppner. At 6:00 a.m. September 20<sup>th</sup>, BFRD will cease to provide interim ambulance service in Irrigon. These events allow BFRD to have a more robust response model at Station 81, and to return to having a presence at high school sporting events. In addition, BFRD will resume inter-facility transports (IFTs).
2. District Information: The medics who are in school are doing well. The training includes ambulance time and hospital time in the Tri-Cities. Two Firefighter/Paramedics will start at the end of the month, which will bring the District to a full staffing model.
3. Housing: Chief Hughes discussed an internal housing loan program to encourage employees to purchase homes locally. He said the loans of up to \$50,000 would be low-to no-interest and would be paid back immediately upon separation from the District. He asked for permission to pursue the idea with the District's attorney. A question-and-answer session ensued. The Board asked Chief Hughes to contact the attorney to obtain answers to their questions and report back.

**CONSENT CALENDAR ITEMS**

1. August 8, 2024 Regular Board Meeting Minutes
2. Approve Bills and Payables

Vice President Dieter moved to approve the Consent Calendar, as presented. Director Browne seconded. Unanimous approval.

**ACTION ITEMS** – None

**FIRE LOSS MANAGEMENT REPORT – Fire Marshal Marty Broadbent**

Fire Marshal Broadbent reviewed his report, noting he'd been very busy at the new youth crisis building. The quarterly check from the City of Boardman for inspection fees was \$29,258.07.

**TRAINING DIVISION REPORT – Battalion Chief/Training Officer Sam Irons**

Battalion Chief Irons said 21 team members received a total of 231 hours of training. Training topics were EMS protocols; medication administration; drug reactions and doses; BFRD policy and procedures; rope rescue; confined space rescue; hose lays; probationary Firefighter test prep; and Department of Public Safety Standards and Training for Pump Operators.

**EMS REPORT & FIRE LIEUTENANT'S REPORT**

Chief Hughes said staff were currently unavailable to provide reports. He informed the Board there have been 1,321 total calls, year-to-date, while last year saw 1,050 for the entire year.

**FINANCIAL REPORTS – Chief Hughes**

The Financials were reviewed by Chief Hughes. When asked about the status of payments from Morrow County for interim ambulance service, he said they paid June and July but still owed for August and September.

**COMMUNICATIONS – Executive Assistant Suzanne Gray**

The required trainings by the Small Districts Association of Oregon (SDAO) were emailed to all Board members.

**PRESENTATIONS/RECOGNITIONS – Chief Hughes**

Chief Hughes said, as a reminder, Mr. Irons was promoted to Battalion Chief, and Jeremy Gierke and Ethan Salata were promoted to Captain. The promotions and swearing-in ceremonies for two others will be held at the October 10<sup>th</sup> meeting. The reception will include family members.

**CLOSED DOOR SESSION:** Pursuant to Oregon State Executive Session ORS 192.610 to 192.690

Hughes – 192.660(2)(i) – To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

President Pratt read the above Executive Session citation. She stated they would return to Open Session following the Executive Session. The Board then went into Executive Session at 7:30 p.m.

**RETURNED TO OPEN SESSION:** 7:46 p.m.

**NEXT MEETING –** Thursday, October 10<sup>th</sup>, 7:00 p.m.

**ADJOURNED:** 7:47 p.m.