



Boardman Fire Rescue District Board of Directors
Meeting Minutes
March 10, 2026
Boardman Fire Station 81
911 S.W. Tatone St. – P.O. Box 2, Boardman, OR 97818

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL: 6:00 p.m.

PRESENT

Directors: President Lisa Pratt, Vice President Loren Dieter (6:01 p.m.), Directors David Boor, Mike Sowa and James Ratzlaff

Via Zoom:

Staff: Chief Mike Hughes, Executive Assistant Suzanne Gray, Fire Marshal Marty Broadbent, Battalion Chief/Training Officer Sam Irons, Company Officer Ethan Salata, Paramedic Devon Pulvino

Audience: Brandon Hammond, Boardman City Manager and Stephanie Case, Irrigon resident

PUBLIC COMMENT: None

AGENDA ADJUSTMENTS: President Pratt asked that Board Policy discussion be added to Action Items.

DIRECTOR REPORTS

1. Board Policies: President Pratt and Chief Hughes propose discussion of latest draft as an Action Item.
2. Special District Association of Oregon (SDAO) Training Regional Training: Chief Hughes noted to the Board that the required Public Meeting Law Training Course is offered in Pendleton, Oregon on April 14 & 15, 2026. A mailer was displayed. President Pratt requested email of the flier.

FIRE CHIEF'S REPORT – Chief Hughes

1. Irrigon Rural Fire Protection District (IRFPD) Board meeting: Chief Hughes attended the Monday, March 9th meeting. With the change of leadership, IRFPD Board has a desire to collaborate with BFRD. Currently BFRD provides Incident Command support. A chance for BFRD to provide overhead training when IRFPD provides number of trainees and other basic data.
2. Columbia Development Authority (CDA) Land: Continuing along the lines of IRFPD having a change in leadership; the lawsuit filed by Irrigon Rural Fire against the CDA, Boardman Fire, Port of Morrow, and Morrow County has a possibility of moving to mediation. Chief Hughes would like the BFRD Board to appoint two people and an alternate from the Board to participate in the mediation. Mediation will be a lower cost than the trial. The current trial date is set for the end of June 2026. President Pratt and Chief Hughes are participating along with two IRFPD board members and an operations staff. Both the IRFPD and BFRD attorneys will be contributing. Chief Hughes is looking for a neutral meeting space, perhaps Boardman City Hall or Port of Morrow offices. Vice President Dieter will be second Board member with Director Sowa as an alternate.

3. New Ambulance: A few minor details remain to be completed before it is ready including a locking mechanism for limited access to the “drug box.”
4. Future Fire Station, Airport Road: The land is secured. Chief Hughes said the live-fire containers (burn boxes) will be relocated to Tower Road soon.
5. Helipad: Chief Hughes said an early start is expected when the grant money is received.
6. Website Updated: Chief Hughes showed a video regarding DocAccess. It shows how a PDF file becomes ADA compliant. BFRD’s website is now completely ADA compliant. Users can hear and/or read documents. The cost to keep compliance is \$3,500.00 per year.

CONSENT CALENDAR ITEMS

1. February 10, 2026 Regular Board Meeting Minutes
2. Approve Bills and Payables

Director Ratzlaff: moved to approve the Consent Calendar, as presented; Director Sowa seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

ACTION ITEMS

1. Request to use up to \$55,000 from Columbia River Enterprise Zone (CREZ) Funds to complete helipad.

Chief Hughes said he will use the \$30,000 Wildhorse grant funding and remaining project balance would come from CREZ II funds. Paramedic Del Turner was successful in obtaining the Wildhorse grant. BFRD will partner with McCormick Construction. CREZ money has been allocated but the check has not arrived. Chief Hughes understands that CREZ funds can be put to capital improvement projects. The staff vehicle approved at the February meeting will also be paid with CREZ funds.

Vice President Dieter moved to approve up to \$55,000 CREZ money to finish the helipad. Director Sowa seconded. Discussion followed. Chief Hughes stated that the end project will be Federal Aviation Administration compliant helipad including concrete, lights, windsock, red lighting and painted areas. Projected total helipad cost ranges from \$70,000 - \$75,000. Permit process will be followed through the City of Boardman. No other structures will be needed. The helipad is not over any bio swell areas. No permanent structures are allowed over any bio swell. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

2. Approve the Board Policies

Director Ratzlaff moved to approve the Board Policies as presented. Vice President Dieter seconded. Discussion. Director Ratzlaff withdrew the motion.

- A. Director Sowa pointed out page 12 details regarding committee vacancies. The majority of the Board of Directors vote on Fire Chief researched information for appointment.

Vice President Dieter moved to accept the recommendation on page 12 regarding committee appointment. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

- B. Director Sowa mentioned page 18 note. Board of Directors is the quorum of the Budget Committee. A community member may be added for a term of three years.

Director Sowa moved to accept the recommendation on page 18 regarding citizen term on the Budget Committee being a three-year term. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

- C. Director Sowa mentioned an item on page 19 minimum training as recommended by the Fire Chief to meet minimum requirement to satisfy the Strategic Plan and any training to align with SDAO training requirements.

Vice President Dieter moved to accept page 19 recommendation for minimum Board training. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

Director Sowa moved to accept the Board Policy as amended. Vice President Dieter seconded. Vote: President Pratt: Aye; Vice President Dieter: Aye; Director Boor: Aye; Director Ratzlaff: Aye; Director Sowa: Aye. Motion carried.

FIRE LOSS MANAGEMENT DIVISION REPORT – Fire Marshal Marty Broadbent

- Continue to be busy with Amazon campus reviews.
- Five CPR classes conducted in February.
- B-shift read to students at Sam Boardman Elementary and Windy River Elementary.
- Captain Jeremy Gierke passed his International Code Council test and has technically finished certification as a Fire Marshal. The City of Boardman has a test for him to complete.

TRAINING DIVISION REPORT – Battalion Chief/Training Officer Sam Irons

- Twenty-three team members contributed a total of 270 hours of training.
- As scheduled, mandatory OSHA and State review of blood borne pathogens and HIPPA.
- Captain Gierke is scheduling and supervising CPR program.
- The Mutual Aid Report was reviewed.

EMS REPORT – Paramedic Devon Pulvino

- Medical calls in February: 45, with 21 transported. One inter-facility transfer was done.

FIRE OFFICER'S REPORT – Company Officer Ethan Salata

- Upkeep on the apparatus continues. Lawn care is starting. Inspections of businesses are wrapping up.
- Lt. Levi Renfrew, Medic Tamara Beardsley, and Captain Salata completed the Seattle Stair Climb last weekend March 8, 2026.

FINANCIAL REPORTS – Chief Mike Hughes

Chief Hughes said the February 2026 and Year-To-Date Budget-to-Actual looked really good and the District was right where it needed to be. The Software & System Support line item is over budget for the reason of more expenses like the ADA compliant website. Chief Hughes is discussing a contract with Morrow County regarding prepayment for Ambulance Services.

COMMUNICATIONS – Executive Assistant Suzanne Gray

- Chief Hughes shared Fire Trucks Unlimited October 2026 calendar featuring BFRD refitted ambulance.
- SDAO Regional Training discussed earlier.

PRESENTATIONS/RECOGNITIONS – Chief Mike Hughes

Paramedic Del Turner will be retiring at the end of March. Highlights include 2003-2013 as first service to Boardman Rural Fire Protection District; 2022-2026 First Paramedic for Boardman Fire Rescue District. Prior to BFRD receiving a Transport License; Paramedic Turner responded Quick Response Unit as an Advance Life Support Paramedic. Paramedic Turner assisted in obtaining BFRD Transport License, transporting patients to hospitals, submitting and being awarded over \$100,000 in grant funding. The grant money helped BFRD acquire a heart monitor, auto loader, training mannequin, and \$30,000 for the helipad. Chief Hughes stated that Paramedic Turner is a great employee, will keep covering shifts and IFT calls while writing grants.

In addition to service through BFRD, Delbert Turner has served as reserve police officer beginning in 1996, held a seat on the City Council, and was a paramedic with Morrow County Health District. Paramedic Turner said it has been an honor to serve the community for 33 years. He is leaving to do more fishing.

CLOSED EXECUTIVE SESSION – None

NEXT MEETING – Tuesday, April 14th, 6:00 p.m.

ADJOURNED: 6:41 p.m.

Respectfully submitted by Suzanne Gray