



BOARD OF DIRECTORS MEETING AGENDA

TVF&R Command and Business Operations Center  
11945 SW 70<sup>th</sup> Avenue, Tigard, Oregon  
Tuesday, August 23, 2022  
3:00 P.M.

**REGULAR SESSION**

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I.	CALL TO ORDER	
II.	CONSENT AGENDA *	
	<b>The items on the Consent Agenda are considered routine and will all be adopted in one motion unless a Board member or person in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Board President will indicate when it will be discussed in the regular agenda.</b>	
A.	Approval Regular Board Meeting Minutes (July 26, 2022)	5
III.	RECOGNITION	
IV.	CITIZEN PARTICIPATION	
V.	STAFF PRESENTATION	
VI.	FINANCE REPORT	
A.	Finance Report (July 2022) – Tim Collier	14
VII.	CORRESPONDENCE	19
VIII.	OLD BUSINESS	
A.	Board Policy Section 10 (Maintenance) <i>Second Reading</i> – Laura Hitt *	22
IX.	NEW BUSINESS	
A.	Standards of Cover – Laura Hitt *	38
B.	State Opioid Settlement/Release – Laura Hitt *	39
X.	CHIEF’S REPORT	43
A.	Capital Projects Update	
B.	Employee of the Quarter	44
C.	Station Open House Events	
D.	Recruit Academy 22-02	
E.	Wildland Deployment Update	45
F.	TVF&R Yearbook	

XI. DIRECTORS' REPORT

XII. ITEMS NOT LISTED ON THE AGENDA

\* Requires Action

**CALL TO ORDER**

# CONSENT AGENDA



**Tualatin Valley Fire & Rescue Board of Directors Meeting Minutes:**

**Tuesday, July 26, 2022**

**In response to the current health emergency resulting from the COVID-19 pandemic, District meetings are being held virtually via Zoom, and broadcast via the District's**

**YouTube Channel:**

<http://www.youtube.com/c/TualatinValleyFireRescue>

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**ATTENDANCE**

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Board Members: Clark Balfour, Justin Dillingham, Gordon Hovies, Randy Lauer, and Bob Wyffels.

Others present: Scott Bethke, Connie Brodehl, Tim Collier, Steve Forster, Kenny Frentress, Chris Hamilton, Chris Hart (3:08), Laura Hitt, Brian Smith, Andy Smusz, Lee Trotter, Cassandra Ulven, Deric Weiss, Eric Wicks (3:05) – TVF&R; Bob Blackmore – Attorney; Dan Rowan – Attorney.

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**REGULAR SESSION**

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**CALL TO ORDER**                      President Lauer called the Board meeting to order at 3:00 p.m.

**ELECTION OF OFFICERS**

President Lauer called for nominations. Discussion ensued regarding term limits and eligibility for the office of president.

**Director Balfour made a single motion to nominate Randy Lauer as president, Justin Dillingham as vice president, and Bob Wyffels as secretary/treasurer. The motion was seconded by Director Wyffels. Motion carried with yes votes by Director Lauer, Director Balfour, Director Dillingham, and Director Wyffels. Director Hovies voted no.**

**CONSENT AGENDA**

**Director Wyffels moved, seconded by Director Dillingham, to approve the consent agenda. Motion carried unanimously.**

**RECOGNITION**

None.

**STAFF PRESENTATION**

None.

## CITIZEN PARTICIPATION

None.

## FINANCE REPORT

Finance Report (June 2022) CFO Tim Collier reviewed the preliminary finance report and District's Fund balances for the period ending June 30, 2022. The books will not officially close until the end of August. CFO Collier explained the purpose of each Fund, and reported that:

- The Personnel Services budget is at 98.1%, primarily due to a large workers' compensation premium payment made in June.
- Materials and Services are tracking consistent with prior years.
- The Ending Fund balance should finish around \$500,000 higher than currently shown.
- Personnel Services within the Operations directorate, which includes line staff, is currently at 99.66%. The directorate is still under budget as a whole.
- The Apparatus & Vehicle Fund 21 has about 3.5 million, to be used to purchase select apparatus. Most of the future, larger apparatus purchases, will be paid for with bond funds.
- The small expenditures from the MERRC Fund have been to improve communications within buildings. Staff is waiting for the Washington County workgroup to determine the long-term strategy for the fund.
- The balance in Debt Service Fund 30 went down approximately \$25,000, but the District will receive additional taxes that will be accrued back into the fund.
- The expenditures and revenues in Insurance Fund 45 are primarily related to the insurance claim and repairs of the pumphouse at the Training Center.
- Property & Building Fund 51 holds the money designated for Newberg Rural Station 22, and future Stations 31 and 63.
- The bond proceeds are held in Capital Projects Fund 52. Activity in this account will increase with Station 62 design and construction. The recent purchase of two pumpers is reflected in the expenditures. This allowed the District to avoid an estimated eight percent scheduled price increase.
- Expenditures in Pension Fund 61 reflect the payouts to the few remaining pensioners.
- LOSAP Fund 63 is for qualified, separated volunteers under the District's old plan. The District recently made a buy-out offer based on an actuarial evaluation. Some individuals have accepted the buy-out offer, and those expenses will show in the next quarter.

CFO Collier explained the purpose of the Ending Fund is to sustain the District from July 1 until the first tax collections in mid-November. It can also be used in the event of an emergency.

## FINANCE REPORT (continued)

### Quarterly Investment Report CFO Tim Collier reported that:

- The Operating Funds investment account interest rate with the Local Government Investment Pool increased to 2.93%. CFO Collier expects the interest rate to continue to rise.
- The Bond Funds investment account will start showing activity with the construction of Station 62.
- The Pension Fund incurred an investment loss, but there are still adequate funds to cover the pension expenses.

There was brief discussion regarding investment options for the Bond Funds.

## CORRESPONDENCE

Noted.

## OLD BUSINESS

None.

## NEW BUSINESS

Board Policy Section 10 (Maintenance) Deputy Chief Laura Hitt said staff reviewed Board Policy Section 10, Maintenance, and no revisions were suggested. The policy was presented for first reading and Board approval.

**Director Balfour moved, seconded by President Lauer, to approve the first reading of Board Policy Section 10, Maintenance, by title only. Motion carried unanimously.**

Connie Brodehl gave the first reading of Board Policy Section 10, Maintenance, by title only.

## CHIEF'S REPORT

Capital Project Update Chief Weiss reported staff met with Hennebery Eddy Architects, and the site visit has been completed. The design is about to begin, with input from Operations and the design build steering committee. Lancaster Mobley is conducting the fire signal design, transportation impact study, and access management for Station 62. Staff hopes to have their report within 30 days. Staff has been investigating extreme modular fire stations as temporary alternatives for the District's remodel projects.

Metro Fire Camp Report Chief Weiss said the District partnered with Portland Fire and Rescue to host the July 15-17 fire camp. The event had the largest turnout to date, with

## CHIEF'S REPORT (continued)

34 women attending. The camp was led by 26 professional female firefighters from Oregon, Washington and California.

Fireworks Activity Summary Chief Weiss provided the following report:

- There were 15 fireworks caused fires between July 1-8, with most being in brush or dumpsters, causing minimal damage. One fire caused about \$3,000 in damages.
- Staff created a media campaign encouraging people to attend professional shows.
- Crews participated in 30 parades and community events throughout the District.

Legislative Update Chief Weiss said staff are preparing for a long legislative session. The District's lobbyist, Nicole Palmateer Hazelbaker, has reported there will be a big shift in legislators this year. Chief Weiss said he is monitoring the Oregon Fire Chiefs Association (OFCA) legislative activity and goals for the session. The OFCA met a few weeks ago with other parties to get an idea of the priorities and goals around the state. Chief Brian Smith will represent TVF&R on the OFCA legislative committee, with support from Kristin Chaffee, Steve Forster and Cassandra Ulven.

Fire Season Briefing Chief Weiss reported District crews are prepared for the wildland fire season and have participated in multiple training events. The Oregon State Fire Marshal's office has yet to request a conflagration, but they have initiated weekly status reports in anticipation of an uptick in activity. Monday, July 25 the Washington County Fire Defense Board declared a high fire danger burn ban, prohibiting backyard, agricultural and slash burning. Most if not all counties have enacted a burn ban.

Chief Weiss reported Chief Frentress and Cassandra Ulven participated in a blood-drive supporting Washington County Deputy Michael Trotter, who was recently injured in an on-duty car accident. Two TVF&R crews are credited with helping Officer Trotter survive the incident, which required 90 units of blood. Officer Trotter is expected to require extensive rehabilitation from his injuries.

## DIRECTORS' REPORT

Director Wyffels reported on the progress of the new Washington County Consolidated Communications Agency's facility.

Director Dillingham inquired about the new three-digit psychiatric emergency number. Chief Weiss said no information has been provided yet. Director Wyffels will ask and report back.

## ITEMS NOT LISTED ON THE AGENDA

None.



**ADJOURNMENT & EXECUTIVE SESSION**

**Director Balfour moved, seconded by Director Wyffels, to adjourn the regular meeting and convene in executive session for the reasons stated on the agenda. Motion carried unanimously.**

There being no further business to come before the Board, President Lauer adjourned the regular Board meeting at 3:35 p.m. and moved into executive session at 3:37 p.m.

**APPROVED** on August 23, 2022

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Robert C. Wyffels, Secretary/Treasurer

Minutes recorded & prepared by Connie Brodehl

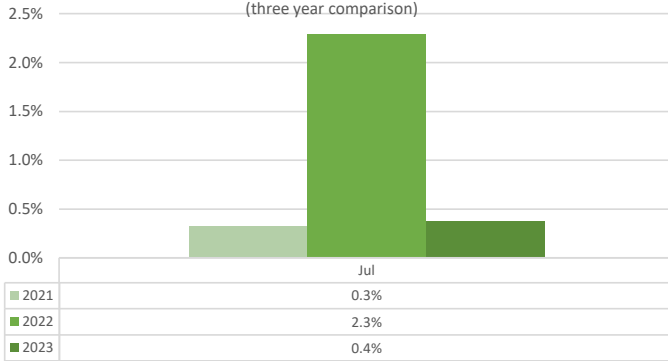
# RECOGNITION

# CITIZEN PARTICIPATION

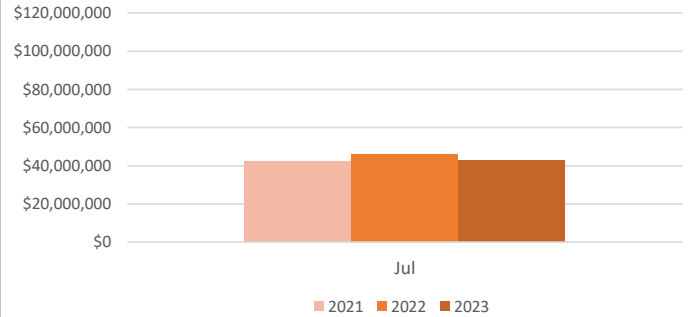
# STAFF PRESENTATION

# FINANCE REPORT

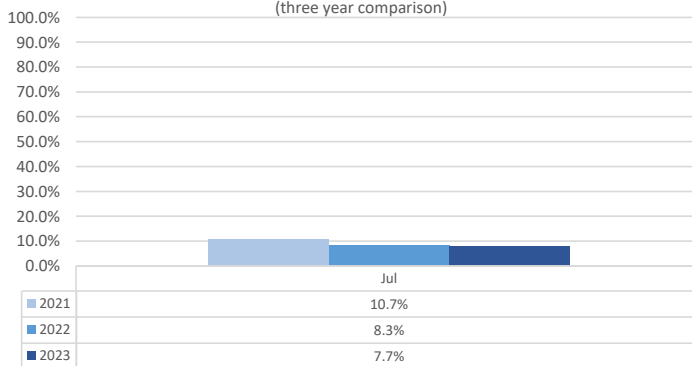
**Percent Revenue to Budget by Month**  
General Fund  
(three year comparison)



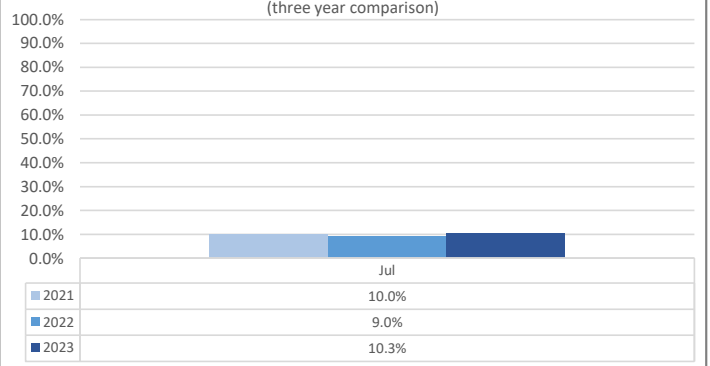
**Ending Fund Balance by Month**  
General Fund  
(three year comparison)



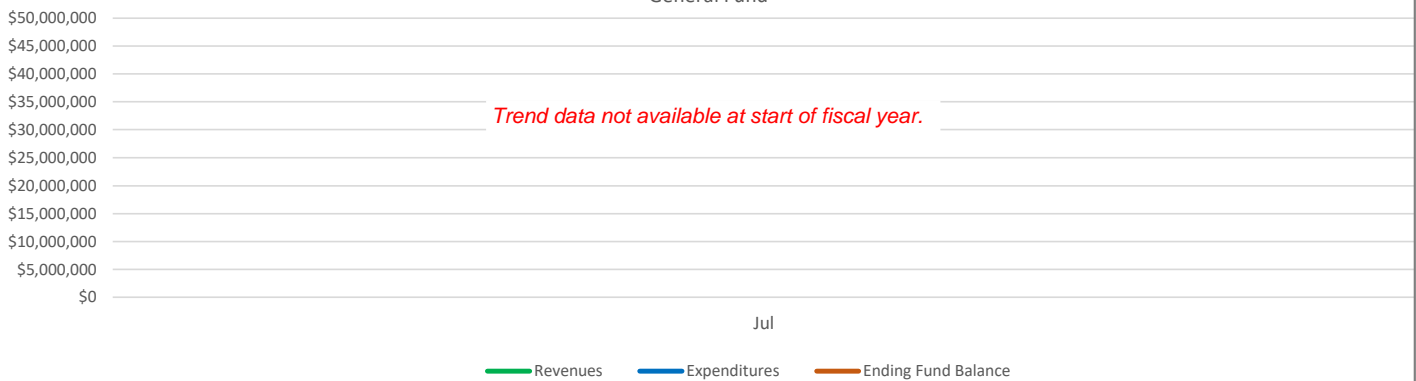
**Percent Personnel Services to Budget by Month**  
General Fund  
(three year comparison)



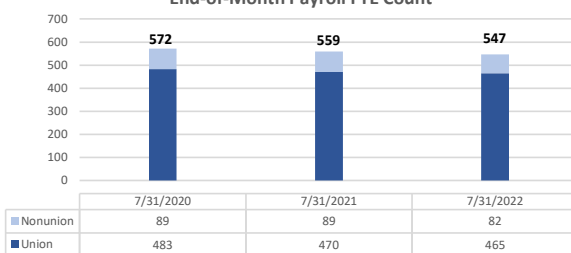
**Percent Materials and Services to Budget by Month**  
General Fund  
(three year comparison)



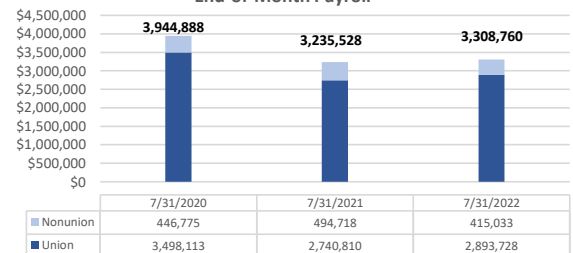
**2022-23 Revenues, Expenditures and Ending Fund Balance by Month**  
General Fund



**End-of-Month Payroll FTE Count**



**End-of-Month Payroll**





Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended July 31

GENERAL  
FUND 10

Benchmark: 8.33%

	2022-23				2021-22	
	Budget	Y-T-D Actual	Variance with Budget Positive (Negative)	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>GENERAL FUND</b>						
<b>Sources of Funds</b>						
Beginning Fund Balance	\$ 57,233,254	\$ 54,406,499 *	\$ (2,826,755)	95.06%	\$ 54,573,454	102.25%
Property Tax Current	134,139,879	-	(134,139,879)	0.00%	-	0.00%
Property Tax-Prior Years	1,199,923	-	(1,199,923)	0.00%	-	0.00%
Tax In Lieu Of Property Tax	184,617	-	(184,617)	0.00%	-	0.00%
Forest Revenue	150,000	-	(150,000)	0.00%	-	0.00%
Interest Revenue	334,000	64,786	(269,214)	19.40%	24,591	4.39%
Charges for Services	4,342,916	368,164 <sup>(1)</sup>	(3,974,752)	8.48%	2,128,469	38.97%
Rental Revenue	60,000	19,389	(40,611)	32.31%	8,179	13.86%
Insurance Refunds	350,000	48,557	(301,443)	13.87%	71,250	27.40%
Other Revenue	328,950	23,033	(305,917)	7.00%	943,136	277.43%
Lease Financing Proceeds	-	-	-	0.00%	-	-
<b>Total Revenues</b>	<b>141,090,285</b>	<b>523,928</b>	<b>(140,566,357)</b>	<b>0.37%</b>	<b>3,175,625</b>	<b>2.31%</b>
<b>Total Available Resources</b>	<b>\$ 198,323,539</b>	<b>\$ 54,930,428</b>	<b>\$ (143,393,111)</b>	<b>27.70%</b>	<b>\$ 57,749,079</b>	<b>30.22%</b>
<b>Uses of Funds</b>						
Personnel Services	\$ 134,893,723	\$ 10,355,383	\$ 124,538,340	7.68%	\$ 10,464,665	8.37%
Materials & Services	16,363,722	1,687,706	14,676,016	10.31%	1,398,497	8.89%
Capital Outlay Leases	-	-	-	0.00%	-	0.00%
Debt Service	-	-	-	0.00%	-	0.00%
Transfer To Other Funds	2,234,000	6,356	2,227,644	0.28%	6,379	0.12%
Contingency	4,142,000	-	4,142,000	0.00%	-	0.00%
<b>Total Expenditures</b>	<b>157,633,445</b>	<b>12,049,444</b>	<b>145,584,001</b>	<b>7.64%</b>	<b>11,869,540</b>	<b>7.86%</b>
<b>Ending Fund Balance</b>	<b>\$ 40,690,094</b>	<b>\$ 42,880,984 <sup>(4)</sup></b>	<b>\$ 2,190,890</b>	<b>105.38%</b>	<b>\$ 45,879,538</b>	<b>114.57%</b>

\*Preliminary, Unaudited

<sup>(1)</sup> Includes:

	2022-23	2021-22
Newberg Transport:	\$261K	\$231K
Other Medical Transport:	\$103K	\$93K
Conflagration & Deployment Claims:	-	\$89K



Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended July 31

GENERAL  
FUND 10

Benchmark: 8.33%

GENERAL FUND	2022-23			2021-22	
	Budget	Y-T-D Actual	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>Command Directorate</b>					
Personnel Services					
Board of Directors	\$ 510	\$ -	0.00%	\$ -	0.00%
Civil Service	269,810	519	0.19%	20,579	13.34%
Emergency Management	217,024	203	0.09%	153	0.08%
Fire Chief's Office	2,664,627	166,251	6.24%	205,163	6.84%
Total Personnel Services	3,151,971	166,973	5.30%	225,894	6.72%
Materials and Services					
Board of Directors	149,813	702	0.47%	3,829	1.97%
Civil Service	88,278	800	0.91%	700	1.44%
Emergency Management	37,021	4,060 <sup>(1)</sup>	10.97%	-	0.00%
Fire Chief's Office	950,349	29,749	3.13%	47,836	4.22%
Total Materials and Services	1,225,461	35,311	2.88%	52,365	3.74%
<b>Total Command Directorate</b>	<b>\$ 4,377,432</b>	<b>\$ 202,284</b>	<b>4.62%</b>	<b>\$ 278,259</b>	<b>5.84%</b>
<b>Business Directorate</b>					
Personnel Services					
Logistics	\$ 810,982	\$ 37,322	4.60%	\$ 28,220	3.73%
Supply	938,098	43,260	4.61%	61,103	7.26%
Organizational Health	2,077,948	163,338	7.86%	162,177	4.16%
Occupational Health and Wellness	944,388	64,665	6.85%	63,453	8.19%
Business Strategy	949,104	75,564	7.96%	75,448	8.24%
Fleet Maintenance	2,121,061	141,581	6.68%	160,639	7.95%
Facilities Maintenance	1,452,904	123,424 <sup>(2)</sup>	8.49%	107,875	7.92%
Total Personnel Services	9,294,485	649,153	6.98%	658,914	6.23%
Materials and Services					
Logistics	438,311	10,710	2.44%	10,874	4.82%
Supply	249,665	6,204	2.49%	5,555	1.97%
Organizational Health	510,333	17,544	3.44%	9,243	0.97%
Occupational Health and Wellness	615,569	18,325	2.98%	15,120	2.47%
Business Strategy	90,867	6,129	6.74%	1,266	1.40%
Fleet Maintenance	1,244,221	65,790	5.29%	53,236	4.51%
Facilities Maintenance	470,200	21,434	4.56%	22,121	4.74%
Total Materials and Services	3,619,166	146,137	4.04%	117,414	3.08%
<b>Total Business Directorate</b>	<b>\$ 12,913,651</b>	<b>\$ 795,290</b>	<b>6.16%</b>	<b>\$ 776,328</b>	<b>5.40%</b>
<b>Finance Directorate</b>					
Personnel Services					
Finance	\$ 2,197,037	\$ 132,300	6.02%	\$ 158,625	8.12%
Information Technology	1,605,546	112,511	7.01%	104,755	6.73%
Communications	651,120	54,374 <sup>(3)</sup>	8.35%	51,043	8.22%
Total Personnel Services	4,453,703	299,185	6.72%	314,422	7.61%
Materials and Services					
Finance	1,180,435	3,144	0.27%	13,613	0.89%
Information Technology	2,186,283	376,763 <sup>(4)</sup>	17.23%	235,123	14.08%
Communications	3,069,300	661,802 <sup>(5)</sup>	21.56%	619,835	20.80%
Total Materials and Services	6,436,018	1,041,709	16.19%	868,572	14.07%
<b>Total Finance Directorate</b>	<b>\$ 10,889,721</b>	<b>\$ 1,340,894</b>	<b>12.31%</b>	<b>\$ 1,182,994</b>	<b>11.48%</b>

(1) Includes \$4k for MRE's

(2) Slight overage due to timing of vacation sold

(3) Slight overage due to timing of vacation sold

(4) Overage due to annual licenses renewed at July 1

(5) Includes quarterly WCCCA membership fee





Condensed Statement of Budget vs  
Sources and Uses of Funds  
For the Period Ended July 31

GENERAL  
FUND 10

Benchmark: 8.33%

GENERAL FUND	2022-23			2021-22	
	Budget	Y-T-D Actual	Actual as % of Budget	Y-T-D Actual	Actual as % of Budget
<b>Operations Directorate</b>					
Personnel Services					
Operations Admin	\$ 4,489,233	\$ 344,240	7.67%	\$ 720,472	17.31%
Relief Pool Personnel	14,328,789	970,041	6.77%	1,021,364	7.37%
Stations / Specialty Teams	85,017,925	7,031,487	8.27%	6,750,122	8.58%
EMS	1,837,739	171,008 <sup>(1)</sup>	9.31%	156,436	8.82%
Training	2,956,750	185,241	6.27%	151,821	6.40%
Recruits	2,988,588	106,782	3.57%	2,515	0.12%
Volunteers / Chaplains	69,552	328	0.47%	780	1.13%
<b>Total Personnel Services</b>	<b>111,688,576</b>	<b>8,809,128</b>	<b>7.89%</b>	<b>8,803,510</b>	<b>8.55%</b>
Materials and Services					
Operations Admin	254,107	12,440	4.90%	17,019	6.15%
Relief Pool Personnel	33,714	404	1.20%	10,674	32.29%
Stations / Specialty Teams	2,795,895	210,588	7.53%	230,079	8.31%
EMS	454,108	31,541	6.95%	38,766	10.65%
Training	449,192	19,823	4.41%	23,493	5.40%
Recruits	443,176	159,863 <sup>(2)</sup>	36.07%	-	0.00%
Volunteers / Chaplains	197,749	19,243	9.73%	31,535	16.27%
<b>Total Materials and Services</b>	<b>4,627,941</b>	<b>453,903</b>	<b>9.81%</b>	<b>351,566</b>	<b>8.05%</b>
<b>Total Operations Directorate</b>	<b>\$ 116,316,517</b>	<b>\$ 9,263,031</b>	<b>7.96%</b>	<b>\$ 9,155,076</b>	<b>8.53%</b>
<b>Community Services Directorate</b>					
Personnel Services					
Fire and Life Safety	\$ 4,123,213	\$ 291,573	7.07%	\$ 344,756	7.59%
Government Affairs	1,699,773	111,996	6.59%	79,865	7.44%
Media Services	378,960	16,102	4.25%	29,421	8.15%
Incident Management Team	103,042	11,272 <sup>(3)</sup>	10.94%	7,882	
<b>Total Personnel Services</b>	<b>6,304,988</b>	<b>430,943</b>	<b>6.83%</b>	<b>461,924</b>	<b>7.63%</b>
Materials and Services					
Fire and Life Safety	133,255	5,065	3.80%	5,193	2.94%
Government Affairs	278,729	2,400	0.86%	1,327	0.56%
Media Services	37,908	3,181 <sup>(4)</sup>	8.39%	2,061	5.78%
Incident Management Team	5,244	-	0.00%	-	
<b>Total Materials and Services</b>	<b>455,136</b>	<b>10,646</b>	<b>2.34%</b>	<b>8,581</b>	<b>1.89%</b>
<b>Total Community Services Directorate</b>	<b>\$ 6,760,124</b>	<b>\$ 441,589</b>	<b>6.53%</b>	<b>\$ 470,505</b>	<b>7.23%</b>
<b>District Non-Organizational</b>					
Transfers	\$ 2,234,000	\$ 6,356	0.28%	\$ 6,379	0.12%
Contingency	4,142,000	-	0.00%	-	0.00%
<b>Total</b>	<b>\$ 6,376,000</b>	<b>\$ 6,356</b>	<b>0.10%</b>	<b>\$ 6,379</b>	<b>0.06%</b>

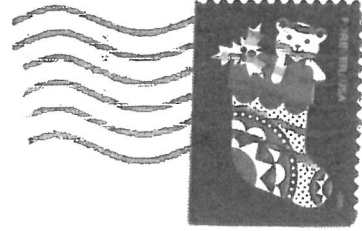
<sup>(1)</sup> Due to timing of vacation taken and vacation sold

<sup>(2)</sup> \$143k related to turnouts for Recruit Academy

<sup>(3)</sup> Overtime for IMT meetings

<sup>(4)</sup> Timing of budgeted external training

# CORRESPONDENCE



To: T.V.F.R. Admin.  
(please forward to station 34)  
11945 S.W. 70th Ave.  
Tigard OR, 97223



7/24/2022

Dear Fire & Rescues,  
Thank you for lifting  
me to my bed when I  
fell.

Kathleen  
Tualatin, Oregon

(Rescue  
was  
July 5 2022  
about 5 or 6 a.m.)

## **Engine 39**

Lt. Al Pimentel  
FFPM Darrin Shore  
FF Brent Swords  
AOPM Travis Smith

I just want to thank everyone who helped me after I had a medical event at work recently. I know it is part of the job, but the pure calming kindness I received while still trying to figure out what happened means so much.

I do not like to be a bother, but it means so much to know I'm not a huge burden when that happens. I know you all have so much going on. I appreciate you all being so kind.

Waiting for my husband with my manager after you left was that much easier.

Thank you all, so much.

# OLD BUSINESS

# AGENDA ITEM

## Tualatin Valley Fire & Rescue Tigard, Oregon

SUBJECT: Board Policy Section 10 – Maintenance      FOR AGENDA OF: August 23, 2022  
APPROVED FOR AGENDA: Fire Chief Deric Weiss  
DEPARTMENT OF ORIGIN: Fire Chief’s Office

PROCEEDING: Second Reading and Discussion      DATE SUBMITTED: July 27, 2022

EXHIBITS: Board Policy Section 10 – Maintenance      CLEARANCES: Fire Chief’s Office

### BUDGET IMPACT

EXPENDITURE REQUIRED: -0-	AMOUNT BUDGETED: -0-	APPROPRIATION REQUIRED: -0-
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#### BACKGROUND:

Staff presented Board Policy Section 10 – Maintenance, for the first reading at the July 26, 2022 Board of Directors’ meeting. At that time, no revisions were suggested, and the policy is now presented for second reading and Board approval.

#### RECOMMENDED ACTION:

Approve second reading of Board Policy Section 10 – Maintenance.

#### PROPOSED MOTION:

*“I move to approve the second reading of Board Policy Section 10 – Maintenance, by title only.”*

TUALATIN VALLEY FIRE AND RESCUE

MAINTENANCE

SECTION 10

<u>SECTION</u>		<u>PAGE</u>
10.1	General .....	2
10.2	Responsibility and Authority.....	3
10.3	Preventative Maintenance.....	4
10.4	Standards .....	5
10.5	Contracts with Outside Agencies .....	6
10.6	Approval .....	7

SECTION 10.1      GENERAL

The Board supports strong, cost-effective maintenance programs designed to protect the taxpayers' investment in facilities, apparatus, and equipment.

DATE: March 25, 1997

REVISED: August 25, 2020

REVIEWED: ~~August 25, 2020~~ August 23, 2022



## SECTION 10.2      RESPONSIBILITY AND AUTHORITY

The Fire Chief (or designee) is delegated the responsibility and authority to develop the maintenance programs at levels necessary to protect the District's investment in facilities, apparatus, and equipment.

DATE: March 25, 1997

REVISED: August 25, 2020

REVIEWED: ~~August 25, 2020~~August 23, 2022

## SECTION 10.3      PREVENTATIVE MAINTENANCE

The primary emphasis of the District's internal maintenance effort will be preventative and predictive maintenance programs and activities.

DATE: March 25, 1997

REVISED: March 13, 2007

REVIEWED: ~~August 25, 2020~~ August 23, 2022

## SECTION 10.4 STANDARDS

Equipment, apparatus, and facilities will be maintained and upgraded as necessary, and as resources allow, to ensure that they comply with current federal, state, and local building codes, safety standards, or other appropriate standards such as NFPA.

DATE: March 25, 1997

REVISED: August 25, 2020

REVIEWED: ~~August 25, 2020~~August 23, 2022

## SECTION 10.5      CONTRACTS WITH OUTSIDE AGENCIES

The District may contract to provide maintenance service to other governmental agencies provided it has the capacity and is determined to be cost-effective.

DATE: March 25, 1997

REVISED: August 26, 2014

REVIEWED: ~~August 25, 2020~~ August 23, 2022

SECTION 10.6      POLICY APPROVAL

This is to certify that Maintenance, Section 10, policies 10.1 – 10.5, were duly adopted and approved by Board action on:

\_\_\_\_\_  
Randy J. Lauer, President of the Board

\_\_\_\_\_  
~~Justin J. Dillingham~~ Robert C. Wyffels,  
Secretary of the Board

APPROVED: August ~~23<sup>5</sup>~~, ~~2020~~2022

TUALATIN VALLEY FIRE AND RESCUE

MAINTENANCE

SECTION 10

<u>SECTION</u>		<u>PAGE</u>
10.1	General.....	2
10.2	Responsibility and Authority.....	3
10.3	Preventative Maintenance.....	4
10.4	Standards.....	5
10.5	Contracts with Outside Agencies.....	6
10.6	Approval.....	7

SECTION 10.1      GENERAL

The Board supports strong, cost-effective maintenance programs designed to protect the taxpayers' investment in facilities, apparatus, and equipment.

DATE: March 25, 1997

REVISED: August 25, 2020

REVIEWED: August 23, 2022

## SECTION 10.2      RESPONSIBILITY AND AUTHORITY

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\_\_\_\_\_  
Randy J. Lauer, President of the Board

\_\_\_\_\_  
Robert C. Wyffels, Secretary of the Board

APPROVED: August 23, 2022

# NEW BUSINESS

## AGENDA ITEM

### Tualatin Valley Fire & Rescue Tigard, Oregon

SUBJECT: Standards of Cover FOR AGENDA OF: August 23, 2022  
APPROVED FOR AGENDA: Fire Chief Deric Weiss  
DEPARTMENT OF ORIGIN: Fire Chief's Office  
PROCEEDING: Discussion and Approval DATE SUBMITTED: August 11, 2022  
EXHIBITS: CLEARANCES: Fire Chief's Office

#### BUDGET IMPACT

EXPENDITURE REQUIRED: -0-	AMOUNT BUDGETED: -0-	APPROPRIATION REQUIRED: -0-
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#### BACKGROUND:

Tualatin Valley Fire & Rescue's Standards of Cover has been revised to reflect service delivery, deployment and response performance through 2021. Staff is requesting the Board review the revised document.

#### RECOMMENDED ACTION:

Discussion and approval.

#### PROPOSED MOTION:

*"I move to approve the proposed revisions to the Tualatin Valley Fire & Rescue Standards of Cover, as proposed by staff."*

# AGENDA ITEM

## Tualatin Valley Fire & Rescue Tigard, Oregon

SUBJECT: State Opioid Settlement/Release FOR AGENDA OF: August 23, 2022  
APPROVED FOR AGENDA: Fire Chief Deric Weiss  
DEPARTMENT OF ORIGIN: Fire Chiefs Office  
PROCEEDING: Discussion and Approval DATE SUBMITTED: August 18, 2022  
EXHIBITS: Janssen Opioid Settlement CLEARANCES: Fire Chiefs Office  
Participation Form

### BUDGET IMPACT

EXPENDITURE REQUIRED: 0	AMOUNT BUDGETED: 0	APPROPRIATION REQUIRED: 0
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### BACKGROUND:

The State reached a settlement agreement in July 2022 on the over 18-year national lawsuit against four pharmaceutical companies for their role in the opioid crises. The agreement designates 45% of the settlement funds directly to the State under a multi-year payment schedule. Cities and counties received 55% directly. The State's Opioid Settlement Prevention, Treatment and Recovery Board will determine how the State's funds will be applied. In particular, the Janssen Pharmaceuticals Opioid Settlement terms provide for Participating Special Districts' eligibility for benefits from the settlement monies to be directed to the State's designated fund.

The Oregon Department of Justice has requested that all special districts sign the attached Settlement Participation Form to become Participating Special Districts. By signing the form, districts accept the terms of the settlement, agreeing to release any future related claims against Janssen Pharmaceuticals. Once all districts are signed on, the State will be allowed expedited access to some of the funds, to more rapidly support opioid prevention, treatment and recovery initiatives statewide.

At this time, there are yet no guarantees that the State will move funds forward to special districts and a process and criteria for how special districts could seek funding has yet to be established. However, after consultation with Legal Counsel, staff believes being a Participating Special District will be advantageous if not necessary for TVF&R to seek funding for local harm-reduction service initiatives when/if such a process becomes available.

After reviewing the settlement, TVF&R's Legal Counsel identified no obstacles to signing onto the settlement.

### RECOMMENDED ACTION:

Authorize the Fire Chief to sign the Settlement Participation Form to join onto the Janssen Pharmaceuticals Opioid Settlement.

### PROPOSED MOTION:

*"I move to authorize the Fire Chief to sign the Settlement Participation Form to join onto the Janssen Pharmaceuticals Opioid Settlement."*

### **Settlement Participation Form**

Governmental Entity:	State:
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 (“Janssen Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Janssen Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Janssen Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Janssen Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Janssen Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Janssen Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Janssen Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Janssen Settlement.
7. The Governmental Entity has the right to enforce the Janssen Settlement as provided therein.



8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Janssen Settlement, including but not limited to all provisions of Section IV (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Janssen Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Janssen Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Janssen Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

**General Release; extent.** A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Janssen Settlement.

10. Nothing herein is intended to modify in any way the terms of the Janssen Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Janssen Settlement in any respect, the Janssen Settlement controls.

I swear under penalty of perjury that I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# CHIEF'S REPORT

- A. Capital Projects Update
- B. Employee of the Quarter
- C. Station Open House Events
- D. Recruit Academy 22-02
- E. Wildland Deployment Update
- F. TVF&R Yearbook

## Diane Nave



When an elderly gentleman contacted TVF&R looking for verification of his COVID booster vaccination, Diane went above and beyond to help him so that he would not miss an appointment the next day. He could not recall where he received his booster shot but remembered he received his first two vaccinations from TVF&R. Instead of confirming with him that TVF&R did not provide his booster shot and sending him on his way, Diane asked him questions to jog his memory and discovered through conversation he had insurance through Providence. She then offered to call his daughter to help her assist him in setting up a MyChart account so that he could access his vaccination records successfully.

With retirement on the horizon, Diane continues to serve as an excellent patient advocate and TVF&R representative as she guides our transport patients through the health insurance process. She regularly spends countless hours on the phone fighting insurance companies for payment, so our customers have less to pay out of pocket. Her commitment and care are invaluable and will have a lasting impact to our residents and the Finance Division.



# DIRECTORS' REPORT

**ITEMS NOT LISTED  
ON THE AGENDA**