



**Tualatin Valley Fire & Rescue Board of Directors Meeting Minutes  
Tuesday, February 22, 2022**

**In response to the current health emergency resulting from the COVID-19 pandemic,  
District facilities are closed to the public, and 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: Steven Boughey, Connie Brodehl, Kristin Chaffee, Tim Collier, Mark Cross, Steve Forster, Kenny Frentress, Les Hallman, Chris Hamilton, Claire Havener, Laura Hitt, Eric Kennedy, Holly Myers, Brian Smith, Kim Sunderlin, Cassandra Ulven, Deric Weiss, James Whyte (2:42), and Eric Wicks – TVF&R; Bob Blackmore – Attorney; Doug Rux and Nick Popenuk – City of Newberg guests

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**REGULAR SESSION**

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**CALL TO ORDER**                      President Lauer called the Board meeting to order at 2:22 p.m.

**CONSENT AGENDA**

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

**RECOGNITION**

None.

**CITIZEN PARTICIPATION**

No public comments were provided by phone or electronic mail.

**STAFF PRESENTATION**

Newberg Urban Renewal Plan Cassandra Ulven, Director of Government and Public Affairs, introduced Newberg Community Development Director Doug Rux, and Nick Popenuk of Tiberius Solutions. Director Ulven stated she participated with Newberg staff the past two years on the planning process, and the plan conforms with the District's Board policy. The City of Newberg was required to provide an update to the Board because the boundary changed since the presentation in 2021 and no longer includes unincorporated portions of Yamhill County. Doug Rux reviewed the following details:

## STAFF PRESENTATION (continued)

- A brief history of the planning process and establishment of the Newberg Urban Renewal Agency in August 2020.
- In October 2021, the Newberg city council requested staff exclude all lands in the original design that were outside the city limits. The mill site and bypass were both annexed into the city. The plan focuses on infrastructure improvements in the riverfront and downtown core areas.
- The proposed improvements within the subareas were reviewed and included: roads, esplanades, trails and pedestrian access, railroad crossings, and water, storm, and sewer system improvements.
- The plan has a thirty-year term with an overall financial impact to TVF&R estimated at \$15,324,389. The plan will be reviewed every five years and will be coordinated with the taxing districts.

Director Balfour asked about the development of the mill site. Doug said it will be industrial with a minimum job target of 300. Director Wyffels asked if Newberg planned to contribute to the taxing districts incrementally as demand for services increased. Nick Popenuk stated the plan is required to do mandatory revenue sharing if annual tax revenues exceed ten percent of the maximum indebtedness. Since tax revenues were forecasted on assumed new construction over the next thirty years, it is possible revenue sharing could occur, or the urban renewal area accomplishes its maximum indebtedness sooner and terminates before the full thirty years.

## FINANCE REPORT

Finance Report (January 2022) Chief Financial Officer (CFO) Tim Collier reviewed the finance report for the period ending January 31, 2022. He reported that:

- Revenue, materials and services, and personnel are tracking as budgeted.
- End of month payroll reflects expected year over year growth.
- Property tax revenue collection rates are consistent with past years.
- Transports are tracking ahead of prior years.
- The District was able to recover the final \$36,000 from last year's fraud incident.
- PERS reported an increase of 20% for the biennium ending December 31, 2021, bringing them to an 80% funding level.
- The Board of Directors expenses are high due to bond election expenses.

Director Wyffels asked about increased costs due to the economy. CFO Collier noted the District is seeing increases and is factoring that in requests for bids for projects associated with the bonds. The District received an AAA bond rating and plans to proceed with bond sales March 1. There was additional discussion on the replacement construction of Station 62. Director Dillingham commended staff on the recent press release of the District's bond rating.

## CORRESPONDENCE

Noted.

## OLD BUSINESS

Board Policy Section 7 (Operations) Deputy Chief Kenny Frentress said Board Policy Section 7, Operations, was presented at the January 25, 2022 Board of Directors' meeting. At that time no further revisions were suggested, and the policy is presented for second reading and Board approval.

**Director Balfour moved, seconded by Director Hovies, to approve the second reading of Board Policy Section 7, Operations, by title only. Motion carried unanimously.**

Connie Brodehl gave the second reading of Board Policy Section 7, Operations, by title only.

## NEW BUSINESS

Clackamas County Intergovernmental Agreement #10488 – Project Hope Steven Boughey, Division Chief of EMS, provided a background of the agreement. Clackamas County Public Health invited TVF&R to participate in the community paramedic program in response to a significant increase in opioid overdoses in Wilsonville.

Director Wyffels inquired about the availability of drugs used to treat opioid overdose. Chief Boughey reported the District has supplies for emergency response. Community paramedic programs go through a different funding process and distribute medications through additional resources. Staff is researching whether the District can have access to those supplies and participate in that portion of the program.

There was additional discussion about how the program has operated to date, and District staffing for the project.

**Director Wyffels moved, seconded by Director Hovies, to approve the Intergovernmental Agreement as recommended. Motion carried unanimously.**

## CHIEF'S REPORT

- Legislative Update Assistant Chief Les Hallman reported the legislation has passed the half-way point. Bills that have not moved out of their second chambers policy committee by Thursday, February 24 will be dead, with some exceptions. Bills are now required to be read in full prior to a vote which has slowed the process. There are currently no bills that would have a significant impact on TVF&R. Bills of note to the fire service are:

CHIEF'S REPORT (continued)

- Senate Bill 1582 would authorize rural fire protection districts to annex land located within seven road miles of a fire station without a public election if they are not currently subject to fire district tax assessments. The bill has passed the Senate. The bill has strong bipartisan support, and the Oregon Fire Chiefs Association provided testimony of support.
- House Bill 4087 would allow news media access to scenes of wildfires and natural disasters. Cassandra Ulven worked with Oregon fire chiefs and public information officer groups to ensure incident commanders maintain final discretion regarding media access. The bill requires media members to receive appropriate training and be credentialed to be allowed past fire lines. The bill has passed the House.
- House Bill 4113 would add certain cancers, not currently covered, that directly impact female firefighters, to the current presumptive cancer law. The bill has passed the House and is on the Senate floor for vote.
- House Bill 4097 would provide a \$1,000 state income tax credit to volunteer firefighters. It is sitting in the House revenue committee waiting for legal counsel's opinion as to whether the credit would be considered taxable income. If it is determined that it is, they will reduce the amount to \$500. The bill has strong bipartisan support and is expected to pass.

There was discussion on the origination and purpose of Senate Bill 1582, and how it could affect TVF&R. Chief Hallman will provide Chief Weiss with additional details on the bill for the Board.

- COVID-19 Update Chief Weiss reported the District's exposures have decreased. Staff was monitoring 170 individuals that were exposed or symptomatic in January, which has decreased to 80. Several people received booster and flu vaccinations at the recent clinic held at the South Operating Center. The District expects to continue in emergency mode through the end of February and will evaluate as guidelines change.
- Washington County Transport Data Chief Weiss reported Washington County agencies have seen an increase in demand for medic and rescue transports, requiring apparatus to be taken out of service to staff the transports. The EMS Alliance has been working with the agencies and private provider to stand up additional units to meet the demand on a temporary basis, resulting in over 299 calls for transport, and 176 actual transports for the period of January 28 to February 18. Agencies will continue working with the EMS Alliance for a sustainable solution.
- Tualatin Valley Fire & Rescue Meritorious Awards Chief Weiss reported the virtual event went well and thanked President Lauer for attending and presenting the President's Award. Chief Weiss announced the award recipients, and noted a

CHIEF'S REPORT (continued)

new award, the Fire Chief's Award, was presented to Dallas Haynes for his role in meeting the Fire Chief's Bull's-Eye expectations with the District's COVID-19 vaccination clinics. Future ceremonies will be announced as details become available. There are tentative plans for an in-person ceremony this fall.

- Budget Committee Workshop Chief Weiss reminded the Board of the March 10 virtual workshop, which will begin at 3:00 PM.

DIRECTORS' REPORT

Director Hovies reported the Special Districts Association's virtual conference went very well. George Dunkel received the Howard Terpenning Lifetime Achievement Award presented by Senator Betsy Johnson and Jeff Johnson, Fire Chief (Ret). The Metro Policy Advisory Committee (MPAC) continued discussions on congestion tolling. Director Hovies commended TVF&R staff on the February Meritorious Awards Ceremony.

Director Wyffels provided a construction update on the new Washington County Consolidated Communications Agency (WCCCA) facility. Director Wyffels and Don Haynes, the District's citizen representative, attended WCCCA's budget committee meeting. Director Wyffels stated MPAC may try to secure part of Oregon's twelve-billion-dollar federal grant for a southwest corridor urban transit system.

ITEMS NOT LISTED ON THE AGENDA


There was brief discussion regarding parking apparatus in a fire zone when not responding to a call. Fire Marshal Steve Forster said it is not addressed in statutes.

ADJOURNMENT & EXECUTIVE SESSION

**Director Hovies moved, seconded by Director Dillingham to adjourn the regular session, and move into 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 meeting at 3:33 p.m.

APPROVED on March 15, 2022

  
Justin J. Dillingham, Secretary/Treasurer

Minutes recorded & prepared by Connie Brodehl