

# SILVERTON FIRE DISTRICT

## MINUTES

*DRAFTED FOR APPROVAL, SUBJECT TO CHANGE AND OR CORRECTION*

REGULAR BOARD MEETING 7:00 P.M. February 14, 2023  
Silverton Fire District Station #1 (Silverton)

### I. ROLL CALL:

Les Von Flue, President  
Stacy Palmer, Vice President  
Robert Mengucci, Secretary-Treasurer

Dixon Bledsoe, Director  
Ryan Bielenberg, Director

### ABSENT:

*All Directors present.*

### IN ATTENDANCE:

Chief Miles, Office Administrator Cantu, AC Grambusch, Deputy Chief Veit, BC Buck Pilmore, BC Jim Terhaar, DC Veit, FF Hughes, FF K. Tolmachoff, Brandon Hamilton

### II. CALL MEETING TO ORDER:

President Von Flue called the meeting to order at 7:00 p.m.

### III. PLEDGE OF ALLEGIANCE

President Von Flue led the group in the Pledge of Allegiance.

### IV. APPROVAL OF MINUTES OF:

#### a) **Regular Board Meeting Minutes**

Director Bledsoe made a motion to approve the minutes of the January 10, 2023 board meeting. Vice President Palmer seconded the motion. The motion carried unanimously.  
*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

### V. OPEN FORUM:

Vice President Palmer commented that the SDAO Conference was a good experience and thanked the District for encouraging and supporting the Board's attendance. Vice President Palmer discovered that Legislative Day was a good opportunity for legislative appointees or their staff to tour the station for the purpose of meeting and hearing about how grant funding is utilized. Vice President Palmer also questioned when the Chief's Review would take place. President Von Flue replied that the Board previously agreed to have the Chief's review during the Board Work Session on March 8<sup>th</sup>, 2023 during an Executive Session. Vice President Palmer suggested looking into AmeriCorp's RARE (Resource Assistance for Rural Environments) for additional assistance organizing and presenting GIS/Call Response data. Vice President Palmer stated that wages were "matched" and applications are due April 2023.

**VI. OLD BUSINESS:**

- a) Review Board Policies 101-106  
President Von Flue removed this item from the Agenda and tabled it for the March 8<sup>th</sup> Board Work Session.

**VII. FINANCE OFFICER'S REPORT:**

- a) **Check Summary**  
b) **Departmental Expense Report**  
c) **Bank Account Balance Comparison**

Vice President Palmer made a motion to approve the finance officer's report as presented. Director Bielenberg seconded the motion. The motion carried unanimously.  
*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

**VIII. CHIEF'S REPORT**

a) **Civil Service Discussion**

Discussion was had on the framework, responsibilities and appointment of the Civil Service Commission. Vice President Palmer questioned who the Commission "answers" to. Chief Miles explained the governance and relayed that the Civil Service did not have a higher authority. President Von Flue summed up his understanding that the Civil Service Commission was like the "Supreme Court"; he followed up by opening the floor for concerns and/or specific issues regarding the aspects of the Civil Service Commission before moving on. With no additional discussion, the Board agreed to move on.

b) **Strategic Plan Update**

Chief Miles provided a Strategic Plan progress report to the Board. Chief Miles reported that he met Don Maxwell with GIS to discuss call response formulation which is dependent on data from other agencies. Chief Miles also noted the upcoming volunteer Tour of Duty Committee meeting which would investigate staffing models as it pertains to Goal 3. DC Veit explained he created a document that clearly outlines the recruitment and onboarding process as well as his own implementations that worked the best as a reference for current staff and successors in response to Goal 4. Continuing, DC Veit and Chief Miles explained how cross-training has been implemented in various ways, highlighting the enlistment of surrounding fire districts' students and instructors in Silverton Fire District's current Academy 2023, along with forcible entry and AutoPulse training with Silverton Police Department and regular partnering with Woodburn Ambulance medics during various EMS drills/driver training. Chief Miles reported that Goal 12, Develop a Succession Plan was previously provided to the Board in October of 2020 that provided a recommended timeline, advertising, and associated cost.

**IX. NEW BUSINESS:**

a) **Appoint 2023-2024 Budget Officer**

Vice President Palmer made a motion to appoint Chief Miles as the 2023-2024 Budget Officer for the Silverton Fire District. Director Mengucci seconded the motion. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

**b) Resolution 23-358 Adoption of Civil Service Rules**

Director Bledsoe made a motion to approve Resolution 23-358 Adoption of Civil Service Rules as presented. Director Mengucci seconded the motion. Resolution 23-358 passed unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

**c) Appoint Civil Service Commission**

Director Mengucci made a motion to approve appointment of the Civil Service Commission as presented: Position 1- Christopher Redling, Position 2- Stephen Dye, and Position 3- Randall Thomas. Vice President Palmer seconded the motion. A summary of the candidates' backgrounds was requested by Vice President Palmer and was provided by Chief Miles. The motion carried unanimously.

*(President Von Flue: Aye, Vice President Palmer: Aye, Secretary Treasurer Mengucci: Aye, Director Bielenberg: Aye, Director Bledsoe: Aye)*

**X. ITEMS PENDING:**

Work Session March 8, 2023 at 9:30 a.m.


**XI. GOOD OF THE ORDER:**

*No discussion of Good of the Order items at this meeting.*

**XII. ADJOURNMENT:**

With no further business to come before the Board, the meeting was adjourned at 7:41 p.m.

Approved this 14<sup>th</sup> day of March, 2023.



President