



OFFICIAL MEETING MINUTES
Consolidated Working Group (CWG)
October 20, 2021

I. Call to Order

The meeting was called to order by Rick Allen at 5:34 p.m. on Wednesday, October 20, 2021 in the Jefferson County Commission Chambers, 66 SE "D" Street in Madras, Oregon.

II. Roll Call of Members

Members in Attendance (12):

Mike Ahern; Joe Krenowicz [for Janet Brown]; Dustin Miller; Kim Stout; Jeff Rasmussen; Susan Stovall; Rick Allen, Mack Gardner, Mark Carman, Matt Felton; Devon Bowen; and Bob Buckner.

Ben Ochs (Meeting Facilitator); Lysa Vattimo (Meeting Recorder).

Note: Devon Bowen and Joe Krenowicz entered the meeting late and were not present for the motion on the meeting time change.

Members Absent (1):

Jake Schwab.

Guests:

Kasey Skaar; Sam Scheideman; Andrew Glen; Nancy Diaz; Hilario Diaz; Ross Williamson; Heidi Mason; Bob Blackmore; Heidi Hagman; Mike Lepin.

III. Interviews with Legal Team and Technical Implementation Team

Interviews for Legal Advisors were conducted with:

- Ross Williamson, Attorney with Local Government Law Group PC
 - Their firm has decades of experience representing local governments; over 80 districts, including fire districts, counties, cities, etc.
 - Currently working with McMinnville on a fire consolidation project with 3-4 neighboring fire districts.
 - They would assign a semi-retired attorney, Dave Ris, to this project. He is former in-house Counsel with City of Gresham and has 40 years' experience including other consolidation projects. He has capacity and is interested in the project.
 - They have other partners in the firm with decades of experience in governmental law.
 - Ken Jones started the firm and served fire districts for 40+ years working on consolidations, mergers, annexations, and dissolutions.
 - They have done some previous work with Jefferson County Fire District 1 and would honor the rate they have given them in the past.

- They also have experience with Ambulance Service Agreements (ASA's) transitioning contracts, etc.
 - Their philosophy is to provide options to their clients with pros/cons and allow their clients to make their own decisions.
 - They have lots of templates from similar projects to help with the process.
 - He provided insight on the various types of mergers and consolidations of fire-EMS departments.
- Bob Blackmore and Heidi Mason, Attorneys with Innova Legal Advisors PC
 - Mr. Blackmore has represented special districts since 1984. His primary consolidation client is Tualatin Valley Fire & Rescue who oversees 11 cities and 4 counties through mergers and annexations. He has served them through all these and election processes, etc.
 - Ms. Mason's background is in HR and operations, labor negotiations, etc. She focuses on the details, while Mr. Blackmore focuses on the big picture.
 - They have experience with ASA's, transferring contracts, addressing response times, levels of care, Requests For Proposals, etc.
 - They have experience utilizing functional consolidation as a step process prior to a full consolidation.
 - Their current workload is heavy on COVID restrictions/mandates with fire districts, but they have the capacity to take on this project
 - Their firm is also working on pay equity issues with districts ensuring job descriptions are accurate and pay matches up on pay scales which is relative when consolidating departments.
 - They have several other staff in their office with experience to assist on this project.
 - They have experience with consolidating entities that are not alike, where there can be some complicated issues that vary from ASA contracts, assets/liabilities to employee retirement accounts.

MOTION: To [pursue] an agreement with Ross [Williamson].
MOVED: Matt Felton
SECONDED: Mark Carman
OPPOSED: Mike Ahern, Susie Stovall
ABSTAINED: Rick Allen
ABSENT: Jake Schwab
PASSED: 9/2

Technical Advisors:

Rick Allen explained that of the technical advisors he contacted, some did not want to participate in a process like this (non-competitive) but are willing to work on the project, others couldn't attend the meeting tonight, but could attend next week, another provides limited services. It's possible that Special Districts Association of Oregon (SDAO) could put a team together for the group. It was noted that both the fire district and EMS belong to SDAO.

Jeff Rasmussen added that as far as pay structures go, the group can review surrounding agency pay structures. He's looking more for structure of the agency.

The group reviewed the objectives of what a technical outline should include. It was suggested that the group develop some broad parameters/expectations to provide to the technical advisor (coverage parameters, etc.) and allow them to build a plan with continuous input from the group. This will help the advisors build a plan that works for this community. It was stated that there is value in utilizing one agency with several experts like SDAO.

SDAO will be invited to present at the October 27, 2021 meeting.

IV. Public Comment

There were no public comments.

V. Additional Comments, Announcements or Reports

The Fire District and JC EMS boards reviewed and approved contracts for Ben Ochs, Facilitator and Savvy Strategies for Administrative functions.


The committee discussed changing the meeting time to 5:30 pm.

MOTION: To move the regular meeting times to 5:30 pm.
MOVED: Mike Ahern
SECONDED: Mark Carman
ABSENT: Jake Schwab; Joe Krenowicz [Janet Brown]; Devon Bowen
PASSED: 10/0

VI. Adjourn

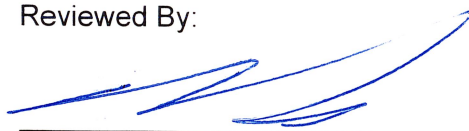
Meeting was adjourned at 7:59 p.m.

Minutes prepared by:



Lysa Vattimo

Reviewed By:



Dustin Miller, Co-Chair



Rick Allen, Co-Chair