



Four Cities User Board  
Meeting Minutes  
December 7, 2022– 4:00 pm  
Zoom Meeting

---

Call to Order: The meeting was called to order at 4:05 p.m. and ended at 5:00 p.m.

Members Present:

Phillip Morley	Fairview City Manager
Greg Dirks	Wood Village City Manager
Ray Young	Troutdale City Manager

Others Present:

Nina Vetter	Gresham City Manager
Corey Falls	Gresham Deputy City Manager
Scott Lewis	Fire Chief
Katie Lowell	Recording Secretary

Agenda Items:

- Quarterly Response for Individual Cities
- Fire Academy Update
- Update on Assistant Fire Chief Recruitment
- Fire Apparatus Delivery Schedule & Cost Increases
- Good of the order

**Quarterly Reports:** Each city was provided a copy of the Four Cities quarterly reports for review. There were questions pertaining to longer call response times. Call times are based on several factors including type of call, responding apparatus location, dispatch, and wait times for a responding ambulance. Fire is being held up on calls while waiting for AMR to arrive to transport. AMR is getting held up at hospitals due to lack of available beds. Staffing issues all around have contributed to longer wait times. The new reporting system now shows elapsed time in the report and has removed individual addresses. Reports will continue to evolve as more data is brought into the current reporting system.

**Fire Academy Update:**

The next fire academy is set to begin March 27, 2023. Eleven applicants were offered positions with 6 accepting. There are several competing agencies that are hiring with fewer people applying. For the next application process, Gresham Fire will work on a plan to broaden the applicant pool removing barriers, allowing people who may not have

been able to apply previously to apply. There is potential in the future to add an EMT-Basic course on the back end of the fire academy which will broaden the applicant pool.

**Update on Assistant Fire Chief Recruitment:**

HR recently met with chief officers and the firefighter's union to get an idea of what an ideal candidate would look like for an Assistant Fire Chief. The goal is for a January posting of the application and to fill the position by March/April. The recruitment will be conducted inside and outside the department.

**Fire Apparatus Delivery Schedule & Cost Increases:**

There is a delay in the completion and delivery of the new tractor drawn aerial, aka tiller truck. It is now estimated to be delivered sometime in March. The department will be due to order three new fire engines in July. There is currently a 30–31-month lead time with no official delivery dates set. Unit cost for the fire engines is estimated at one million dollars.

**Good of the Order:**

The draft Standards of Cover document, being prepared by ESCI, should be ready December 23<sup>rd</sup> and will go to Council in February. The documents data will go back 3 years starting in 2019. This will help the City and Fire Department find where there are shortcomings to make necessary changes. City Manager Vetter stated that plans for a levy went to City Council, with a tentative levy date in May 2023. The levy proposal is for police, fire, and homelessness. Work needs to be completed on the police assessment organization review and the standard of cover. Once all aspects of the proposal are complete, city management will go to council to vote on the scope of the levy and get approval.

There are concerns from the other cities as to how a levy would impact the cost for service in the future. The goal of the levy is to provide cost effective service and focus on short term improvements with long term improvements in the future. Gresham will have a better idea in January of what the levy rate would look like. The current tax data was recently received and is under review.

There is potential for a new urban renewal area in 2024-2025 that could include an update to fire facilities but at this time it is not certain that including fire upgrades will be at the top of the priority list.

Moving to a fire district is still a possibility and is included in the City's Financial Roadmap in year three.

Next Meeting:  
April 26, 2023