



Elsie-Vinemapple Rural Fire Protection District
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**Elsie Vinemapple Fire Protection District
Board of Directors Meeting
February 9, 2026
Jewell School Library**

[Link to Zoom Recording](#) / Passcode: ?EP@9SE5

MINUTES

1. **Call to Order and Welcome.** Meeting called to order at 5:10 PM
2. **Pledge of Allegiance.**
3. Roll Call. Directors Hecox, Walsh, Pitkin, Van Dyke, and Layman are present. Fire Chief Davis is present. Fire Admin Gitts is absent and excused. Several community members are in attendance.
4. **Public Comments.** Patty Drew asked for clarification on the status of the Medix ambulance staging at Station 1. Chief Davis provided an update on the service as well as the plans in discussion for enhanced Medix services in the District.
5. **Approval of Agenda.** Director Walsh made the motion to approve the agenda adding item 9.4 - New Apparatus Purchase and 9.5 - Board Roles. Director Layman seconded.

Roll call vote: Hecox-Aye; Van Dyke-Aye; Pitkin-Aye; Layman-Aye; Walsh-Aye
Motion Passed.

6. **Approval of January 12, 2026 Board Meeting Minutes.** Board discussed issues with use of AI for developing meeting minutes, the necessity of providing written minutes, and formatting of the document. Approval of the January minutes tabled.
7. **Accounts Payable.** The board reviewed Accounts Payable. Financial updates included confirmation of successful implementation of direct deposit beginning February 26, 2026. The transition of workers' compensation coverage to SAIF resulted in an additional \$1,893.12 premium due to prior volunteer classification discrepancies. Staff also reported achieving 100% validation in fourth quarter NERS reporting.

Director Pitkin made the motion to approve accounts payable. Director Walsh seconded the motion.

Roll call vote: Hecox-Aye; Van Dyke-Aye; Pitkin-Aye; Layman-Aye; Walsh-Aye
Motion Passed.

8. **Chief's Report.** Call activity for January included 9 total calls – 4 EMS, and 5 motor vehicle accidents. The District received approximately \$50,000 in new structure turnouts which have been issued to the volunteers. New Wildland PPE is in process and will be issued upon receipt.

Chief Davis discussed the ongoing efforts to develop a training certification process. Two District personnel will attend a 40-hour fire investigation course. Ethics and board training opportunities are available.

Annual apparatus service is scheduled to begin this Friday. Network issues at Station 1 were resolved through efforts of volunteers and the installation of a Google Mesh Wi-Fi system. The CenturyLink phone service was canceled and the District transition to cell phones is going well.

Direct deposit through QuickBooks has been set up which will streamline payroll. Chief provided an update on the LOSAP program detailing a plan to advise past volunteers enrolled in the LOSAP program of their options for either remaining in the pool or cashing out of the LOSAP program.

Finance options for work required at Station 2 were briefly discussed.

9. **New Business**

9.1. **U.S. Bank Signers.** The board discussed the transition to US Bank accounts and designation of authorized signers. The Fire Chief, Treasurer and Board Chair will serve as account signers. Names of the current signers were read into the record – Fire Chief Rob Davis, Treasurer Deidra Pitkin, and Board Chair TJ Hecox.

Director Pitkin moved to approve the Treasurer, Chief, and Board Chair as authorized signers on the District's U.S. Bank accounts. Director VanDyke seconded.

Roll call vote: Hecox-Aye; Van Dyke-Aye; Pitkin-Aye; Layman-Aye; Walsh-Aye
Motion Passed.

9.2. **Budget Committee Discussion.** The Board discussed Budget Committee structure and participation. Further clarification regarding appointments and engagement will be addressed at a future meeting.

9.3. Board Meeting Dates Updated. To avoid conflicts with school board meetings, the board approved rescheduling the April 13th to April 20th with the Budget Committee meeting at 5PM followed by the Board meeting at 6PM. Other meeting dates were discussed with resolution to be determined at next month's meeting.

9.4. New Apparatus Purchase. Chief Davis updated the Board regarding delays in the potential acquisition of apparatus from Hillsboro, and an offer to purchase a surplus 2014 Chevrolet Tahoe from the Lewis and Clark Fire District for \$6,000. The Board reviewed the proposed purchase contingent upon inspection and approval by Chief Rob Davis.

Director VanDyke moved to approve the purchase of the 2014 Tahoe from Lewis and Clark Fire District for \$6,000, pending satisfactory inspection by Chief Davis. Director Walsh seconded the motion.

Roll call vote: Hecox-Aye; Van Dyke-Aye; Pitkin-Aye; Layman-Aye; Walsh-Aye
Motion Passed.

9.5. Board Roles Updated. The board discussed updating board rules to clarify Treasurer and Secretary roles and responsibilities. Additional revisions will be drafted and presented for formal adoption. Chair- Hecox, Vice Chair – Walsh, Treasurer - Pitkin, Secretary-Van Dyke, Layman-Clerk.

10. Old Business.

10.1. SAM.gov Account Update. Director Pitkin confirmed successful recovery and validation of the district's SAM.gov account. Access to federal grant systems has been restored.

11. Audience Clarifications. Ron Weber asked for information regarding the two brush rigs that are available as surplus. Chief Davis discussed the potential for using a brush rig for the Sha Ne Ma community. The Chief explained the issues related to the support of unsanctioned, untrained personnel. The Chief advised he would reconsider pending further discussion.

12. Board of Directors Comments. Director Layman asked about future Board training opportunities. The Board expressed gratitude for all the work and efforts being made on several fronts. Chief Davis read a letter of appreciation from a community member.

13. Motion to Adjourn. Director Walsh made a motion to adjourn. Director Van Dyke seconded the motion.

Roll call vote: Hecox-Aye; Van Dyke-Aye; Pitkin-Aye; Layman-Aye; Walsh-Aye
Motion Passed. The meeting was adjourned at 6:55 PM.