

YACHATS RURAL FIRE PROTECTION DISTRICT  
2056 Hwy 101 N, PO BOX 1  
YACHATS, OREGON 97498  
Tel. 541-547-3266 Fax 541-547-4257  
E-Mail: [yrfpd@peak.org](mailto:yrfpd@peak.org)

MINUTES OF REGULAR BOARD MEETING  
MARCH 9, 2026 AT 10:30 AM

**CALL TO ORDER** – President Myers called the meeting to order at 10:30 AM.

**QUORUM DETERMINED** – Those present President Myers, Vice President Tracy, Directors Guenther, Wagaman and D’Alfonso; FF/Paramedic Acting Fire Chief Geoffrey Mathia; District Administrator Deborah Coleman; FF/Paramedic Samantha Udoutch; FF/EMT Sanning and Civil Service Commission Louise Solliday.

**GUESTS** – City of Yachats Emergency Preparedness Linn West; Lincoln Chronicle Newspaper Garrett Jaros; District Patron Edward Drescher; South Lincoln Ambulance Frankie Petrick; Pacific West Ambulance Samantha Love and Laura Mart.

**PUBLIC INPUT** – None.

**AGENDA CHANGES** – President Myers asked to speak about the Fire Chief contract he emailed to each of the board members, asking if there were any changes or questions. Director D’Alfonso asked about the Fire Chief’s vehicle and whether YRFPD pulls driving records. FF/Paramedic Acting Fire Chief Mathia mentioned our automated DMV reporting notifies us if anyone gets a traffic violation, it automatically gets mailed to us. Director Wagaman moved to accept the Fire Chief contract, Director Tracy seconded. Motion carried unanimously.

**SWEARING IN OF ACTING FIRE CHIEF GEOFFREY MATHIA SWORN IN AT 10:34 AM.**

**LIAISON** – City of Yachats Emergency Preparedness Coordinator Chair Linn West congratulated Mathia on his Fire Chief position. West explained the City’s need to revive communications with YRFPD regarding emergency preparedness to reconnect our agencies and decrease any overlap in preparations. West noted that communication was frequent in the past, but the Covid-19 pandemic and adjusting to our new station reduced our discussions. West spoke about various conex containers around the city that have been reorganized, restocked and updated with specially designed earthquake-activated lock boxes that light up and spin to help with locating the entry to the conex. Engineering students from Oregon State University helped with creating the product at no cost and the city hopes to obtain a few more of these boxes for future conexas. West informed us that the City of Yachats has designated the Commons building as an Emergency Shelter in the event of a major disaster. The city has back up power at the Commons building should there be any prolonged power outages and it is also a great place to gather. West suggested that YRFPD and the City of Yachats coordinate more emergency event simulations like the mudslide we participated in last fall. He mentioned that the American Red-Cross would be activated should the need however it is in our community’s best interest to be as prepared as possible in the event of a major disaster. The City’s Emergency Preparedness volunteers can step into action prior to the Red Cross arriving, which at that point their own rules and regulations must be followed. West suggested that YRFPD and the city practice pre-planned and unplanned simulations to help us with managing and organizing our response efforts.

**CORRESPONDENCE** – The Moody’s Improvement Rating was reviewed. President Myers gave input and mentioned he thinks we should put together our own sort of press release to let the public know about our improved Bond rating. Myers also reminded the board that the two step improvement Moody’s gave us is likely due to paying our Bond down which has improved our debt to income and proven fiscal responsibility.

**MINUTES** – The February 9<sup>th</sup> 2026 Regular Meeting Minutes were reviewed and approved as presented. Director D’Alfonso reminded us to update the footer with the change in positions for next month’s minutes.

**FIRE CHIEF REPORT** – Fire Chief Mathia gave highlights from the report he submitted in our board packet. February was a busy month initiating contact with neighboring districts and communicating mutual aid needs.

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Mathia attended Central Oregon Coast Fire and Rescue's last workshop to explain why we are reaching out to Seal Rock Rural Fire Protection District for mutual aid. Mathia has a lot of experience in resource management and knows that Seal Rock Fire has several volunteers on shift on any given day, so YRFPD has been calling at least two of their volunteers to our station while our crew is on a call; this way we are not depleting COCFR's resources if they get a call in their district. Mathia made a point to let COCFR know this is not favoritism in any way, it is simply YRFPD's attempt to manage local resources, and we will always call COCFR when we need their mutual aid. We hope to see a draft 190 agreement from SRRFD before the next meeting, we are rewriting the agreement to include East Lincoln Fire so we can share their pool of volunteers and training.

Mathia initiated contact with Chief Michael Schick at Western Lane Fire and EMS in Florence to talk about Lane County's Ambulance Service Area 2. Yachats Rural Fire Protection District & South Lincoln Ambulance are assigned to Lane County ASA 2 which covers a large remote area east and south of Yachats all the way to mile marker 174 just south of Rock Creek into the northern coastal part of Lane County. Mathia elaborated that we are servicing an area that we do not see any property tax money from and the current rates that South Lincoln Ambulance bills for, are not equitable to the costs involved in transporting to a local hospital. Mathia says sometimes we are gone for up to four to eight hours depending on the call and we cannot abandon our district in this way. Mathia asked Chief Schick if we could review our mutual aid agreement and find a rate for reimbursement or if there's some other arrangement that we could come up with.

Mathia met with Pacific West Ambulance to inform them of the transition happening between South Lincoln Ambulance and YRFPD. They spoke about the uncertainty that would start April 1<sup>st</sup> and Pac West is receptive to helping with backup medical response however they will not post an ambulance here in Yachats due to the low call volume. Mathia is working on obtaining a Medicare billing ID and DEA license for YRFPD so it's available to us should we need it during the transition.

Volunteer recruitment is picking up. We have three new volunteer recruits who are already Firefighter One, Firefighter/EMT & one who is working on Firefighter EMS certifications. District Administrator Assistant Coleman has helped with running background checks, driver records and checking Oregon Health Authority and Department of Public Safety Standards Training certifications to proceed with onboarding. Daniel Helfrich has already picked up some shifts. Chris Brockett will be picking up shifts soon. Tim O'Neill and Tammy Suiter plan to return mid-April. FF/Paramedic Osmo Larmi is still our appointed Training Officer. Mathia is working with Larmi to get a training calendar posted up for the year. The goal is to have two drill nights per week to practice various fire responses which we will include COCFR & SRRFPD as locations for training. YRFPD is hosting a RT104 Wildland refresher class this coming weekend March 14<sup>th</sup> and 15<sup>th</sup>. We expect a good turn out and plan to get some photos for our social media page.

Mathia and Coleman will be working on upgrading various parts of our facility. We plan to add another computer and implement a more robust phone system to provide general information to the public and help with directing inquiries. We anticipate switching from a desktop version of QuickBooks to online to help stay on top of our finances and streamline accounting. Vector Solutions is a platform we want to utilize to help with scheduling, timecards and payroll. We will have cost estimations included in our upcoming budget proposal.

Chief Ewing at SRRFPD will be applying for a regional Assistance to Firefighters Grant Award which YRFPD will be included on, in hopes of getting financial assistance to help with replacing our SCBA bottles and packs. Our SCBA bottles will be expiring in a little over a year, and we have several packs that also need replacement. Mathia advised the board that SCBA bottles and packs are very expensive but if we are awarded the AFGA grant, we will only have to match 2% of the cost as part of their agreement. We will be getting estimates from vendors soon which will be submitted with our grant application. President Myers asked how many packs and SCBA bottles need replacing to which Mathia responded 12 packs and 20 bottles. Chief Mathia asked for a motion to continue talks with Chief Ewing regarding the AFGA grant application. Director Wagaman moved to continue talks with Chief Ewing from SRRFPD regarding the AFGA grant, Director Tracy seconded. Motion carried unanimously.

Mathia submitted a letter of support to the Oregon Coast Community College for their EMS training ambulance initiative. OCCC is looking for ambulances to help train EMT students with familiarizing

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themselves on an ambulance. OCCC is also working with Chemeketa Community College to get an extension of their Paramedic program here on the coast. Mathia referred them to Pacific West.

Our LOT renewal forms 805 and 803 were submitted on time to Lincoln County Election's office. We will see our LOT renewal on the ballot in May 2026.

We received a \$2k donation from the family up Yachats River Road that we helped deliver their second baby at home last month. They were very pleased with the professionalism and help they received from our crew. We brought a stork pin to them just a few days ago.

District Patron Edward Drescher has been recruited to serve on our Budget Committee filling the term that will expire June 30<sup>th</sup> of 2029. We look forward to having his input as a patron who lives at the northern end of our district. Drescher comes to us with several years of local business experience as well.

Chief Mathia asked for a motion to move \$5k from 944A to 944B so we have an increase in the amount available for purchasing employee response gear. Director Guenther moves to move \$5k from 944A to the 944B, Director Wagaman seconded. Motion carries unanimously.

**SAFETY COMMITTEE** – Safety committee minutes were reviewed. Mathia brought up the maintenance we are doing at our Corona Court station. We had the sewer and septic system inspected which checked out fine. The toilet, sink and exit light will be installed in the next few weeks.

There was a shovel strapped to the front bumper of Engine 85 with a bungee cord which broke, and the shovel came loose while driving on Highway 101. Luckily there were no vehicles on the southbound side of the highway at the time, but it was a near miss. Moving forward we will create a policy to ensure our crews are utilizing the cabs to store tools and not strapping anything on the outside of our apparatus. This is a real safety concern, and it should have been corrected prior to departure.

Myers asked about the Air Compressor donation from Chemeketa Community college and whether it meets our 6,000-psi requirement. Mathia said he will check with FF/Paramedic Ragsdale on the specs and get those in our next Board packet for next month's board meeting.

**EQUIPMENT REPORT** – Engine 83 was driven up to True North in Hillsboro last week on March 5<sup>th</sup> for repair. Mathia noticed on the drive up that the speedometer and fuel gauge were both acting strange, so he asked True North to also check those while they repair the dryback issue. Myers asked if we have a local method or resource for repairing equipment. Mathia responded that we've tried, even other surrounding Fire Districts have not found any local options for Apparatus repair. Mathia did mention that we hope to implement Vector Solutions Check It feature which will help not only with our rig checks, but some of the other safety items, and then some of the daily chores, so we have one place to go instead of having calendars posted all over the place.

**TRAINING TEAM REPORT** – See Chief's report.

**ACTIVITY REPORT** – The activity report was reviewed. Mathia reported that pulling our data for Fire Calls is still cumbersome due to the switch from NFIRS to NERIS. Coleman submitted a ticket to ImageTrend to find out what criteria we need to create our custom report which even Image Trend's own I.T. department is struggling to get information from NERIS. Mathia touched on the extra transports being due to the peak respiratory season. Pacific West has gone to level zero several times even with 6 ambulances on. South Lincoln Ambulance has had to assist in many of those calls.

**RESOLUTION** – President Myers read Resolution 2026-09 to add and remove signators. Director Wagaman moved to adopt Resolution 2026-09 as written, Director D'Alfonso seconded. Motion carried unanimously.

**OLD BUSINESS** – None.

**ONGOING BUSINESS** – Mathia spoke with SLA board members Shelby Knife and Frankie Petrick about the March 30<sup>th</sup> expiration of their current staffing agreement with YRFPD. They are both prepared to sign a new agreement with an extended expiration date of June 30<sup>th</sup> 2026.

General Manager Samanta Love from Pacific West Ambulance spoke about the importance of maintaining an ambulance here in Yachats. The distance from any major medical facility is just too risky to not offer advanced life support to our community. Mathia agreed that not having an ambulance in Yachats, is not an option. Mathia recognized and thanked Frankie Petrick for her decades of dedication and contribution to providing Emergency Medical Services to our community with South Lincoln Ambulance. Mathia looks

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forward to helping with the continuation of Emergency Medical Response in Yachats and thanked Pacific West Ambulance for also supporting us during the transition.

**NEW BUSINESS** – President Myers reviewed our previous fiscal year’s board goals against the adopted board goals from our July 14<sup>th</sup> 2025 regular board meeting. Myers noted the first goal as being unattainable. Signage with lights that would trip when our emergency vehicles drive over it is something that the Oregon Department of Transportation would not pay for or provide to us. The \$25,000 cost involved in procuring that set up entering Highway 101 for safety purposes is not in our budget nor is it worth fighting ODOT over.

Myers believes under the Board Goals for Finances, our ISO rating needs review and renewal. Our current 4/4y rating is good and our board hopes we will maintain that rating. Director Wagaman asked why we were docked points on our ISO under the hydrant repair and testing. We are no longer responsible for performing tests on hydrants belonging to Southwest Lincoln Water District, that is their job now and the City of Yachats hydrants are tested and maintained by the Public Works department. Director Guenther, who works as the City Planner for Yachats, elaborated a little on the lapse in hydrant testing after the loss of the Public Works Director. Guenther reported that Oregon State Fire Marshall Shannon Miller has helped a lot to make sure the data they are collecting is valid and Guenther is working on several new applications for water flow, also replacing water mains and installing new hydrants where they are needed. Director Tracy asked about the hydrant on Horizon Hill Road which he was told would be repaired by the third week in July of 2025. Guenther said she would follow up with public works and get back to him.

Under personnel goals, Myers says ideally, we would have two of Seal Rock’s volunteers to staff the station while the Ambulance is gone which sounds like we already starting to implement that.

Career employee retention program is a goal the board plans to prioritize this year. Myers says he thinks the board would consider including general service employees in the Public Employment Retirement Service program, but that we need to include that change in our Budget review process.

Modernizing our financial and accounting procedures will continue into this year’s board goals. Myers says, based on the Chief’s report, we are well on our way to doing that and achieving that goal perhaps in the next few months.

The board goal for hiring a responding EMS/Fire Chief has been accomplished by promoting FF/Paramedic Geoffrey Mathia at today’s meeting.

Myers asks about any budgetary needs for our Civil Service Commission that is now in place. Civil Service Chair Louise Solliday mentioned \$500 would be sufficient in the event they need to meet with an attorney.

Myers mentioned that our Board would like to have better communication with the YRFPD staff and get their ideas on how we could improve. The board would also like to connect with the City of Yachats to utilize some of their marketing designs and streamline a similar appearance that compliments their branding.

Myers asked if the board had a good feeling of where the budget numbers were coming from last year. Myers has no doubt that Chief Mathia and Administrator Assistant Coleman are going to drill down on our budget and explain how they came up with their cost estimates; however, Myers requested Director Wagaman to act as a liaison in our budget process since he had a few questions last year. Director Wagaman agreed to coordinate with Mathia and Coleman to assist in our budget process in hopes of providing more clarity and consideration.

Myers asked the Board if there were any more goals they wanted to add or input they wanted to provide. Director D’Alfonso mentioned she would like to research the City of Yachats’s local transient tax to see if there is not a provision for Fire and EMS service. Many of the calls we respond to are visitors or tourists from out of town, meaning they do not contribute monetarily through our local property tax for our District. D’Alfonso would like to contact the Oregon Department of Revenue to see if we could perhaps qualify for a similar tax to help us with another stream of revenue. Myers commented that some of the rural fire departments are sinking due to the 3.5% limit on property tax increases, yet we are seeing 2-3 times that amount in operating costs increases. D’Alfonso supports meeting with the City Council to discuss the topic and certainly get their guidance on the process of applying for the tourist tax through the state. Myers asked if the Board would like to

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set a goal setting workshop to further review the board goals prior to turning it over to YRFPD staff. Director Wagaman thinks we have more than enough to work on with this current list. Director D'Alfonso moved to adopt the Board goals for Fiscal Year 2026-2027. Director Wagaman seconded. Motion carried unanimously. **NEW BUSINESS** – Civil Service Chair Louise Solliday mentioned there would need to be a Civil Service meeting to go back and change the appointment of the chief examiner as well as draft & adopt a classification plan, but they are now in a holding pattern waiting for updated job descriptions and any positions that will be added. Solliday hopes that by the end of April or May depending on where we are with our budget process, we will have job descriptions ready for their review and classification. Solliday clarified that the Civil Service Classification plan happens after the job descriptions are in place. Mathia says he is currently working on the shift lieutenant, captain, division chief for training and deputy chief job descriptions. We will be gathering sample job descriptions from other Fire Districts to guide us in writing ours. Civil Service will have a \$500 place holder on our budget under legal to include costs involved in legal review of Civil Service items.

Myers then asked about the Consent Agenda and if it's a format we want to try at our next regular board meeting. The consensus is to include a Consent Agenda at next month's board meeting.

**DISBURSEMENTS** – Financial statements were reviewed. Myers pointed out on our Balance Sheet that YRFPD was able to get the reserve accounts funded according to what was approved and adopted on our 2025-2026 budget. There were duplicate entries on the checks and deposits which Coleman said she would correct. Myers asked about the \$3k deposits from South Lincoln Ambulance. Mathia said he would verify with Oregon Coast Bank that Petrick did in fact deposit the \$3k amounts owed based on their staffing agreement with YRFPD. Director Myers asked about our 2024-2025 Fiscal Year's Audit and why Grimstad won't have it back to us before our deadline for Budgeting. Coleman suggested someone reach out to her to inquire directly.

Myers asked about the \$4,175 length of service payment that was made. Director Tracy thought the LOSAP payments needed to be board approved prior to funding. Guenther mentioned we need to review the LOSAP agreement and make sure we are tracking the influx of volunteers. Mathia agreed he would create a roster with start dates, hours worked and any breaks greater than 2 consecutive months. Coleman reminded the board that our board policy manual is also in need of review prior to the end of this fiscal year. Myers said we would push that out to our next board meeting.

The Budget versus Actual report was reviewed. Myers said we should be at accounts that are over 66.6% total at 8 months into our Budget year with four months left. Myers asked about chart of account 913 for Volunteer benefits which is our LOSAP program. Coleman said we should look at why we are over \$160 in that chart of account if the LOSAP contribution for 2025 was \$4,175 and the total according to Quickbooks is \$4,340. Myers looked at the amounts we budgeted for in Employee Response gear versus Volunteer Response Gear asking Chief Mathia if he had asked if the \$5k moved earlier in our meeting would be for Employee uniforms. Mathia says employees will have the option for a Class B type Uniform to help with our representation and appearance. Coleman commented on the differences between response gear and uniform allowance and why the uniform allowance chart of account fell off our budget last year. Mathia agreed that we need to add that back in this year's budget proposal and appropriate funds accordingly. Myers asked why there were additional statements included in the board packet. Coleman explained that former Chief Petrick wanted the board to see her handwritten splits on the statements as she could not find a good way to show the splits she makes in QuickBooks to accommodate South Lincoln Ambulance's portion of materials. Myers requested that for the next few months South Lincoln Ambulance please use their own Visa credit cards for any purchases.

**ADJOURNMENT** – As there was no further business to discuss, the meeting adjourned at 12:10PM. Our next Regular Meeting will be on April 13, 2026 at 10:30AM.

Minutes written and prepared by \_\_\_\_\_.  
Deborah Coleman

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director