

**NEHALEM BAY FIRE AND RESCUE DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING**

MONDAY JUNE 19, 2023 3:00 PM

**36375 Hwy 101 N.
Nehalem, OR 97131**

Zoom Meeting ID 880 9128 9144 Passcode: 129971

I. CALL TO ORDER

President John Handler called the meeting to order at 3:00 p.m. Board members present for the roll call were Treasurer John Steele, Secretary Charles Bridge, and Director Bob Forster. District personnel present were Interim Chief Franklin Knight III and Executive Assistant Kristen Coyle.

Volunteer FF Dan Weitzel joined the meeting via Zoom at 3:07 PM.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

No comments were offered.

III. UNFINISHED BUSINESS

A. FIRE CHIEF CONTRACT

President Handler thanked Steele and Knight for working together to draft a Fire Chief Contract. The draft Employment Agreement, with an effective date of July 1, 2023, was distributed to each board member. Handler noted the contract appears to be well done, and he is comfortable with it as stated. Bridge offered his support. Forster stated the contract appears complete and contains pertinent details. Handler asked for a motion to execute the contract.

Steele made a motion authorizing the Board President to sign the Fire Chief Employment Agreement effective July 1, 2023 with Knight as presented; Forster seconded.

Bridge questioned why July 1, 2023 was chosen as the effective date. Steele noted the date coincides with the beginning of the District's fiscal year and the effective date of other staff members' COLA increase. Steele also noted the termination date was set for December 31, 2023 to coincide with the calendar year evaluation cycle.

Weitzel noted Knight is doing an outstanding job as interim chief; the transition was seamless.

Handler called for the vote for the motion presented; motion passed unanimously 4-0.

IV. OTHER BUSINESS / ANNOUNCEMENTS / COMMENTS

Bridge noted he appreciates Knight's ongoing communication with the board concerning district business. Knight noted he wants to ensure that the board is kept abreast of developments; his goal is to deliver no surprises at the board meetings. Knight noted his communication frequency

and methods with staff and volunteers. Weitzel noted internal communications amongst volunteers and staff, though not a serious problem in the past, has greatly improved.

V. REVIEW / SET NEXT MEETING DATE

No new meetings were set. The next board meeting is scheduled for Thursday, July 13th at 3:00 PM

VI. ADJOURNMENT

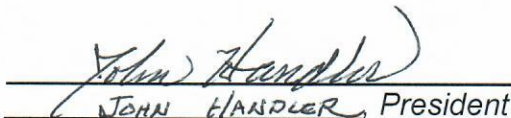
Handler adjourned the meeting at 3:10 PM.

MINUTES APPROVED BY BOARD
July 13, 2023

ATTEST:



CHARLES F BRIDGE, Secretary


JOHN HANDLER, President