

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

AUGUST 10, 2023 3:00 PM

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

Zoom Meeting ID 848 0907 1975 Passcode: 252537

I. CALL TO ORDER

President John Handler called the meeting to order at 3:02 p.m. Board members present were Vice President Mike Sims, Secretary Charles Bridge, and Director Bob Forster. Handler noted that Treasurer John Steele was absent and excused. Other district personnel present were Fire Chief Frank Knight III and Executive Assistant Kristen Coyle.

District resident Mrs. O'Connor attended in-person; an individual identified as "Ruth" attended via Zoom.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

Neither member of the public had a comment. *Staff discovered after the meeting there were problems with the audio portion of the video conference.*

B. READING AND APPROVAL OF BOARD MEETING MINUTES FOR JULY 13, 2023

Handler asked the Board members if they had any corrections or comments after reviewing the minutes from the July 13, 2023 Board Meeting.

Forster made a motion to approve the minutes as presented; Sims seconded the motion. Handler called for the question; motion passed unanimously 4-0.

III. FINANCIAL REPORTS

The Board reviewed the Bills Paid, Visa Charges, and the YTD Profit & Loss vs. Budget reports for the month of July. Knight answered board questions concerning emergency drinking water expenditures.

Sims made a motion to approve the July 2023 financial reports as presented; Forster seconded. Handler called for the question; motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Knight provided a district volunteer and technical team head count update; he noted as a result of the recruit firefighter academy graduation class, the district went from 9 to 16 volunteer combat fire fighters. He noted that the District has begun recruiting efforts for the next fire academy.

Knight presented July's call volume; there were 116 calls for July 2023, and Knight noted it was the second busiest month in the District's history.

Knight provided an apparatus update. The beach rescue van has been placed back in service after its fuel tank was replaced. A Ram 1500 pickup has been procured as the eventual replacement for the van. The pickup is in the process of getting customized, and it is anticipated to be placed in service within four to six weeks. Knight explained that unlike the van, the pickup will be a multiple-purpose vehicle. Knight noted he is hopeful that the fully loaded cost of the outfitted pickup may be up to \$9,000 less than budgeted.

Knight noted the Station 13 painting project has been completed, and he is very pleased with the contractor's professionalism and job's quality. He indicated he approved a second contract, under \$10,000, for Station 11, as he feels there is room in the budget to accommodate this expenditure. That project has also been completed. The cast-aluminum letters from both stations have been taken down and have been taken to a coating outfit to paint in firetruck red.

Knight re-iterated how pleased he was for the recent pinning ceremony for the graduating fire academy class. Handler noted he was impressed with the media coverage of the event.

Knight noted he is planning to have a Station 13 open house on Sunday, October 8th, as it is the first day of Fire Prevention Week. It was noted that prepared food will not be available due to permitting requirements.

Knight noted that the District's mobile devices provider will be switched to AT&T in order to participate in its First Net service. He explained First Net is a priority network for first responders to use during high volume times and during disasters and other emergencies. Handler discussed his knowledge of the First Net equipment housed with the Sheriff's office. Knight noted there not a cost increase by going to AT&T; he also noted that employees and volunteers should be able to participate in FirstNet on their personal devices if their carrier is AT&T.

Knight discussed two items that were not included in the distributed Fire Chief's report: the ISO re-certification process and the FEMA solar panel grant.

Knight noted the district has begun the ISO rating pre-survey process. He explained the four-to-five-month process takes into consideration two items the District cannot control: the county's 9-1-1 communication structure and the various water system structure within the District. Knight noted he recently attended a City of Nehalem meeting in order to inform them that their Level 2 water conservation limit may impact ISO ratings and to inquire about the ETA for uncovering the hydrants on McDonald Road. The City informed him the hydrants should be unbagged in the next few weeks.

He noted that there is additional funding available for the budgeted solar panel project. The grant is moving from a 75% - 25% cost share to a 90% - 10% cost share, resulting in an overall cost reduction of approximately \$45,000. He noted a new application was submitted to reflect the new cost match. He indicated the grant requires the county to get its Hazzard Mitigation Plan adopted within 12 months; the County informed Knight it should be in place within the next three to six months.

Knight concluded his Chief's Report by reviewing the incident summary. He noted there were two structure fires, and water rescue cover assignments have return to normal levels. The

ambulance service times were presented. Knight noted Adventist uses an “average” response time, whereas the fire districts groups response times as percentage of calls under twenty minutes. The benchmark is to have 90% of all incidents under the 20-minute benchmark. For July 2023, only 26% of the District’s incidents requiring an ambulance had a transport unit on-scene or cancelled within 20 minutes of dispatch. Board members discussed recent media stories regarding ambulance service issues in the Portland metro area. Knight noted some fire districts outside Tillamook Co. have begun to transport patients; however, those districts have a much shorter distance to hospitals.

B. TRAINING REPORT

The board packet contained Division Chief Jesse Walsh’s training report. Knight noted that despite the heavy incident response, training sessions did not slow down. Knight highlighted the monthly rope and water rescue training, as well as a water shuttle drill.

V. UNFINISHED BUSINESS

A. LOSAP - UPDATE

Knight noted staff continues to review revisions to the proposed plan, and Coyle is in contact with other participating fire district to learn of their practices. Items to determine are a revised plan year, timing of district contributions, and methods/timing to distribute forfeitures.

B. 1997 E-ONE PUMPER ENGINE REPAIR/SURPLUS

Knight noted the pump is being tested this week; it had its alternator rebuilt. Once the pump test is complete, Knight will continue the surplus efforts.

VI. NEW BUSINESS

A. LIEUTENANT FIRE OFFICER POSITION

Knight noted that the District has hired Lt. Leisha Mizze-Riggert as the Full Time Lieutenant Fire Officer. He explained the District issued four applications to interested candidates; two applications were returned and only one candidate met the minimum qualifications per the job announcement. Knight noted several agencies need to post jobs multiple times to obtain qualified candidates; he considers the District fortunate that this was not the case. Knight expressed his confidence in Mizze-Riggert’s qualifications.

VIII. OTHER BUSINESS / ANNOUNCEMENTS / COMMENTS

Knight noted a District engine would be on-scene to cover the Tillamook County Fair’s demolition derby, as the Tillamook Fire District’s Type III engine is out of service. Knight noted that things are subject to change if wildland firefighters are deployed. It was noted that two Oregon taskforces were deployed that day.

IX. REVIEW / SET NEXT MEETING DATE

The next regular board meeting was set for Thursday, September 13, 2023 at 3:00 PM.

X. ADJOURNMENT

Handler adjourned the meeting at 3:51 PM.

MINUTES APPROVED BY BOARD
September 14, 2023

ATTEST:

Charles F. Bridge
Charles Bridge, Secretary

John Handler
John Handler, President