

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

NOVEMBER 9, 2023 3:00 PM

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

Zoom Meeting ID 847 313 78683 Passcode: 435953

I. CALL TO ORDER

Vice President Mike Sims called the meeting to order at 3:00 p.m. In addition to Sims, Board members present in person were Secretary Charles Bridge and Director Bob Forster; President John Handler attended via Zoom video conference. Treasurer Steele was absent; he previously disclosed his inability to attend. Other district personnel present were Fire Chief Frank Knight III and Executive Assistant Kristen Coyle.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

No members of the public were present at this portion of the meeting. Vol. FF Dan Weitzel joined the meeting via Zoom at 3:15 PM.

B. READING AND APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 19, 2023

Sims asked the Board members if they had any corrections or comments after reviewing the minutes from the October 19, 2023 Board Meeting.

Forster made a motion to approve the minutes as presented; Handler seconded the motion. Sims 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 October. Knight responded to a board inquiry regarding the expenditure for pest control services at Substation 11.

Forster made a motion to approve the October 2023 financial reports as presented; Bridge seconded. Sims called for the question; motion passed unanimously 4-0.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Knight provided a district volunteer head count update: the agency roster contains 19 volunteer responders and remains unchanged from the prior month. He noted the District is entering its recruiting season for the Spring 2024 academy. Many public events are scheduled for the upcoming months, including an invitation to the public to participate in the CPAT (Candidate Physical Agility) scheduled for December 2, 2023.

Knight presented October's call volume; there were 72 calls for the month. Knight noted the call volume was slightly below that for October 2022; however, the district continues to trend ahead on a calendar year-to-date basis. Knight's report presented transport ambulance response times to in-district medical calls; he noted there was improvement from the prior month's response times. Knight responded to a board director's query if there were multiple visits to the same address; he noted the volume has not been as significant as in the past.

Knight provided an apparatus update. He noted the District's 1997 International Pumper is now in Salem and listed for sale the State of Oregon's surplus program. The highest bid received so far is less than the asking bid price. Knight noted the State would be getting 17% of the accepted bid price as a commission. He noted that there is only one day left in the initial listing period, and he recommended re-listing the Engine for a price reduced by \$5,000. He also noted a mutual aid partner is looking for a temporary engine while another is undergoing repairs; he shared with its Chief the link to the surplus site. Knight noted the outfitter for the Dodge Ram pickup is still waiting for all the necessary parts to be stocked in order to begin outfitting. He also noted recent modifications to Squad 13 to serve as the drone response vehicle. Knight noted the aerial platform lift is out of service; funds for a replacement will be included in the next budget year.

Knight summarized recent Halloween public outreach events; it was noted public events are good venues to reach potential new recruits.

Knight noted some arborist work has been done around St. 13; a neighbor with a hazardous tree agreed to share the cost for removing the encroaching branches.

Finally, Knight noted the fiscal year's budget includes costs for a storage shed to house training props and outdoor equipment. He is partnering with the high school's Construction Trades Department so its students can construct the shed. It was recommended a small plaque be placed on the shed to recognize the students' efforts.

B. TRAINING REPORT

The board packet contained Division Chief Jesse Walsh's October Training Activity Report. Knight highlighted the PIO (Public Information Officer) class held at Nestucca Fire and attended by two NBFRD staff.

V. UNFINISHED BUSINESS

A. LOSAP POLICY UPDATE – SECOND READING

Board Policy 9.14 Length of Service Award Plan (LOSAP) needed to be revised in order to address key plan attributes required by the OFDDA Adoption Agreement. A red-lined version was presented at the October board meeting for a first reading; no change recommendations were recommended at that time. A clean version of the revised agreement was presented for a second reading and for adoption consideration.

Handler made a motion to adopt revised policy 9.14 Length of Service Award Plan, as presented; Forster seconded. Sims called for the question; motion passed unanimously 4-0.

VI. NEW BUSINESS

A. RESILIENT SOLAR POWER PROJECT – HAZARD MITIGATION GRANT PROGRAM

Knight noted the District was recently awarded a FEMA hazard mitigation grant for a Resilient Solar Power Project; the award letter was included in the Board packet. He noted that he, along with Coyle, recently attended a kickoff meeting with the Oregon FEMA coordinator to discuss key components of the grant and next steps. He noted that staff is researching several items regarding compliance with State and Federal procurement policies. Knight reminded the board that the grant match has been increased from the budgeted 75%-25% to 90%-10%. He noted no further action by the board is required at this time. It was noted John Handler was involved in the grant application process, and he has indicated willingness to assist with reviewing execution requirements.

VII. OTHER BUSINESS / ANNOUNCEMENTS / COMMENTS

Bridge noted a Veteran's Day ceremony will be held at the old blimp hanger at the Port of Tillamook Bay on Saturday, November, 11th. Weitzel noted the City of Manzanita will begin a lot of abatement work at the Manzanita Plaza / new city hall location. He also noted the Fire District will be participating in the City's December holiday tree lighting ceremony. Knight noted the District's annual banquet has been scheduled for Saturday, January 27th. He noted formal invitations requiring an RSVP and plate selection will be forthcoming.

VIII. REVIEW / SET NEXT MEETING DATE

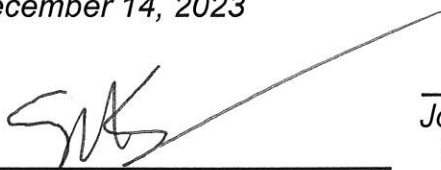
The next regular board meeting was set for Thursday, December 14, 2023 at 3:00 PM.

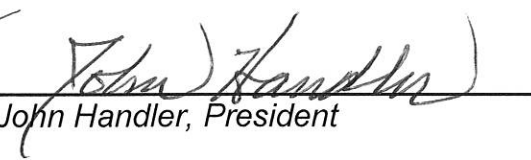
X. ADJOURNMENT

Sims adjourned the meeting at 3:44 PM.

MINUTES APPROVED BY BOARD
December 14, 2023

ATTEST:


S. Michael Sims, Vice-President


John Handler, President