

**NEHALEM BAY FIRE & RESCUE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

Thursday, February 23, 2017

I. CALL TO ORDER

President Walt Covert called the meeting to order at 7:00 p.m. President Covert acknowledged the presence of Vice President Sue Remy, Treasurer John Steele, Director Charles Bridge, Division Chief Frank Knight and Fire Chief Perry Sherbaugh. Secretary Robert Forster was absent.

II. WELCOME TO VISITORS

No visitors were present.

A. PUBLIC COMMENT

None.

B. READING AND APPROVAL OF BOARD MEETING MINUTES

President Walt Covert asked the Board members if they had any corrections or comments after reviewing the minutes from the January 19, 2017 District Board Meeting Minutes.

Vice president Remy moved to accept the Board Meeting Minutes of January 19, 2017 as presented. Treasurer Steele seconded. Motion passed unanimously.

III. FINANCIAL REPORTS

A. REVIEW OF ACCOUNTS PAYABLE

The Board reviewed and discussed the Accounts Payable with Chief Sherbaugh.

B. FINANCIAL STATEMENT

The Board reviewed and discussed the Financial Statements with Chief Sherbaugh.

Treasurer Steele moved to accept the financials as presented. Vice President Remy seconded. Motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Sherbaugh presented the Chief's Report outlining call statistics for January 2017, advised of surplus equipment and discussed SDAO Board Practices Assessment (BPA).

V. UNFINISHED BUSINESS

A. Five Year Strategic Plan – Update

The Agency Analysis is in progress and anticipate a report back next month from SDAO.

VI. NEW BUSINESS

A. Audit Presentation

Kori Sarrett with Accuity LLC presented the annual audit of the district's financials via telephone.

Director Bridge moved to accept the annual financial report as presented. Vice President Remy seconded. Motion passed unanimously.

B. Staffing

Chief Sherbaugh discussed with the Board the ongoing issue of volunteer response and lack of volunteers signing up for QRT / Duty Shifts. Chief Sherbaugh said the District has been trying a number of different incentive programs over the last year and a half and while a few volunteers have participated, it continues to fall on staff after hours to cover all the vacant shifts. Over the last several years, average call stats continue to increase as volunteer response continues to be hit and miss. Chief Sherbaugh recommended to the Board that it's time to consider another response position. After discussion, the Board agreed.

Vice President Remy made a motion to authorize the Fire Chief to move forward with planning for a fourth position for the upcoming fiscal year. Treasurer Steele seconded. Motion passed unanimously.

VII. SET NEXT MEETING DATE

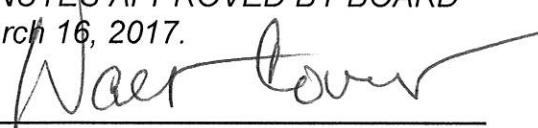
The next meeting will take place at 7:00 p.m. Thursday March 16, 2017.

VIII. ADJOURNMENT

President Covert asked for a motion to adjourn the meeting. Director Bridge moved to adjourn the meeting at 8:21 p.m. Treasurer Steele seconded. Motion passed unanimously.

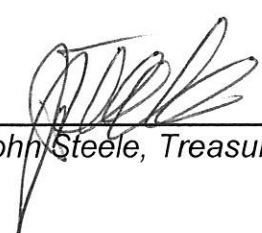
MINUTES APPROVED BY BOARD

March 16, 2017.



Walt Covert, President

ATTEST:



John Steele, Treasurer