

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

Thursday, April 28, 2016

I. CALL TO ORDER

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

II. WELCOME TO VISITORS

President Covert recognized no visitors were present.

A. PUBLIC COMMENT - none

B. READING AND APPROVAL OF MINUTES

President Covert asked the Board members if they had any corrections or comments after reviewing the minutes from the March 17, 2016 District Board Meeting Minutes.

Secretary Forster moved to approve the Board Meeting Minutes of March 17, 2016 as presented. Director Bridge seconded the motion.

President Covert called for the question, motion passed unanimously. President Covert stated minutes approved.

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.

President Covert asked for a motion to accept the financials as presented. Secretary Forster moved to accept the financials as presented. Director Bridge seconded. President Covert called for the question, motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Sherbaugh presented the Chief's Report outlining call statistics for March 2016. Additionally, Chief Sherbaugh informed the board that he submitted reimbursement

paper work for the DHS grant funds, for \$19,364.51, which was used for Simulation mannequin. Chief Sherbaugh also informed the board of upcoming live fire trainings and the addition of four new recruits. Finally, Chief Sherbaugh advised the board that the budget has been completed for FY 20016/17 and the budget meeting will be May 5th at 3pm.

V. UNFINISHED BUSINESS

- A. Emergency Preparedness Summit follow-up scheduled for May 5th at 9:00am. The worksheet homework has been completed and will be discussed at the summit with other local government agencies.

VI. NEW BUSINESS

- A. Insurance Service Office (ISO) inspection.

Chief Sherbaugh advised we had an ISO inspection of the Fire District. Our ISO ratings improved by two points, which is an improvement due to recent hydrant flow testing, increased pre-fire planning, staffing, equipment and training. Chief Sherbaugh said he would be doing a press release and attending the three area city council meetings to give a report.

VII. EXECUTIVE SESSION 192.660(2)(i) FIRE CHIEF EVALUATION

- A. The Board entered into executive session at 7:35pm to discuss the job performance evaluation of Chief Sherbaugh. Executive session ended at 7:41pm.

VIII. SET NEXT MEETING DATE

The next meeting will take place at 2:30 p.m. Thursday May 5, 2016.

IX. ADJOURNMENT

President Walt Covert asked the question. Director Bridge moved to adjourn the meeting at 7:46 p.m. Secretary Forster seconded. President Covert called for the question, Motion passed unanimously.

MINUTES APPROVED BY BOARD

May 5, 2016



Sue Remy, Vice-President

ATTEST:


Robert Forster, Secretary