

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

Thursday, October 20, 2016

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, Secretary Robert Forster, Director Charles Bridge, Treasurer John Steele and Fire Chief Perry Sherbaugh.

II. WELCOME TO VISITORS

President Walt Covert recognized there were no visitors in attendance.

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 September 15, 2016 District Board Meeting Minutes.

Vice president Remy moved to accept the Board Meeting Minutes of September 15, 2016 as presented. Director Bridge seconded the motion. 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.

Secretary Forster moved to accept the financials as presented. Treasurer Steele seconded. Motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Sherbaugh presented the Chief's Report outlining call statistics for September 2016. Additionally, Chief Sherbaugh briefed the board on the upcoming Emergency Preparedness Summit, the upcoming SDAO Conference, the finalizing of the DHS Grant Reports and an update on the Tender Pumper that was ordered last year, set to arrive in

November. The board and Chief Sherbaugh also discussed the recent tornado that touched down in Manzanita on October 14.

V. UNFINISHED BUSINESS

A. SDAO Proposal for Five Year Strategic Planning Process

Chief Sherbaugh presented the Scope of Work Proposal from SDAO, laying out the process and costs.

Director Bridge moved to accept the SDAO Proposal allowing Chief Sherbaugh to move forward with the Organization Evaluation Analysis and Strategic Planning Process by hiring SDAO. Vice President Remy seconded. Motion passed unanimously.

B. Board Policy 1.21 Oregon Ethics Law Second Reading

Secretary Forster moved to accept policy 1.21 Oregon Ethics Law and be recognized as the second reading. Treasurer Steele seconded. Motion passed unanimously.

VI. NEW BUSINESS

A. Nehalem Bay Emergency Preparedness (Team)

Chief Sherbaugh and the board discussed the document laying out the Mission, Vision and Guiding Principles related to the community's local government entities working together to prepared in the event of a major disaster in our area. It was requested by Vice President Remy to amend the name to remove the word "Team" and add the word "Community".

Vice President Remy moved to accept the document and the amend the title to "Nehalem Bay Community Emergency Preparedness". Secretary Forster Seconded. Motion passed with four in favor and Treasurer Steele opposed.

B. Policy 3.9 Disaster Response: First Reading

Chief Sherbaugh proposed a draft policy regarding response during a major disaster. The policy gives direction to board members following a disaster. The board approved the policy as the first reading.

C. Policy 2.16 Whistleblower Policy: First Reading

During the most recent legislative session, House Bill 4067 was passed to protect employees who act in good faith and objectively reasonable belief, to report a violation of federal, state, or local law, rule or regulation by their employer.

Beginning January 1, 2017, all public and nonprofit employers are required to establish and implement a "whistleblower" policy. Chief Sherbaugh presented a draft policy authored by SDAO.

The board accepted the policy as a first reading.

D. Surplus of Thermal Imager

Chief Sherbaugh requested board approval to surplus the Bullard Thermal Imager.

Secretary Forster moved to surplus the Bullard Thermal Imager. Director Bridge seconded. Motion passed unanimously.

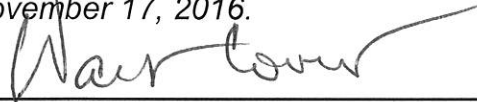
VII. SET NEXT MEETING DATE

The next meeting will take place at 7:00 p.m. Thursday November 17, 2016.

VIII. ADJOURNMENT

President Cover asked for a motion to adjourn the meeting. Treasurer Steele moved to adjourn the meeting at 7:58 p.m. Vice President Remy seconded. Motion passed unanimously.

MINUTES APPROVED BY BOARD
November 17, 2016.



Walt Covert, President

ATTEST:



Robert Forster, Secretary