

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

**Thursday, August 8, 2019**

**I. CALL TO ORDER**

President Charles Bridge called the meeting to order at 3:00 p.m. and acknowledged the presence of Vice President Robert Forster, Director John Steele, Secretary John Handler, and Treasurer Garry Bullard. Chief Perry Sherbaugh, Chief Chris Beswick, and Kristen Coyle, Administrative Assistant, were also in attendance.

**II. WELCOME TO VISITORS**

**A. PUBLIC COMMENT**

No members of the public were present.

**B. READING AND APPROVAL OF BOARD MEETING MINUTES**

President Bridge asked the Board members if they had any corrections or comments after reviewing the minutes from the July 11, 2019 Board Meeting.

*Vice President Forster moved to accept the Board Meeting Minutes of July 11, 2019 as presented. Director Steele seconded. President Bridge called for the question. Motion passed unanimously.*

**III. FINANCIAL REPORTS**

The Board reviewed and discussed the Cash Disbursements and YTD Profit and Loss Reports with Chief Sherbaugh and Chief Beswick.

*Secretary Handler made a motion to accept the financials as presented. Vice President Forester seconded. President Bridge called for the question. Motion passed unanimously.*

**IV. STAFF REPORTS**

**A. FIRE CHIEF'S REPORT**

Chief Sherbaugh outlined the transition plan for the time he has remaining with his employment as well as his availability for the three months after his retirement. Chief Beswick reviewed the July incident statistics; there were 76 calls. Chief Beswick also presented a summary of July's training activities and volunteer numbers and status.

The asphalt sealing project has been completed. The contractor indicated that it takes three weeks for the pavement to adequately "cure"; they will return to do some touch-up work after that time.

The new Bauer high pressure breathing air compressor, budgeted for FY 19/20, arrived just prior to the meeting.

Chief Beswick informed the board that the District is taking advantage of free FAA drone pilot license classes sponsored by SDAO. Kristen Coyle has been chosen to take the class, as officers and other personnel will need to be filling other capacities in a drone-assisted incident.

Chief Beswick summarized the current burn situation; all open burning was banned on July 15<sup>th</sup>; burn barrels were banned since August 1<sup>st</sup>. The District continues to field public inquiries regarding the burn restrictions.

## **V. UNFINISHED BUSINESS**

### **A. EMS COORDINATOR POSITION**

The District provided 7 application packets to interested parties; only 1 completed application was received. Due to the low response rate, the position will be re-advertised. The position description will be re-written to place more emphasis on its dual role as a Fire Captain / Paramedic; additional advertising channels will be utilized.

## **VI. NEW BUSINESS**

### **A. COMPRESSOR SURPLUS**

Chief Beswick informed the board that the District's old low-pressure air compressor, which was replaced by the new high-pressure Bauer compressor, served its function well since placed in service in 1992 and is in relatively good shape. As there is little to no market to sell the unit, it would make sense to donate the unit to a smaller, less fortunate district. Glendale Rural Fire Protection District was identified as a recipient, and it is willing to bear the cost to pick up the unit at NBFR.

*Director Steele made a motion to surplus the low-pressure air compressor and donate it to Glendale Rural Fire Protection District; Secretary Handler seconded. President Bridge called for the question. Motion passed unanimously*

### **B. REVIEW BOARD POLICY 2.14 INVESTMENT POLICY**

There were no recommended changes to the policy.

*Secretary Handler made the motion to accept Board Policy 2.14 as written. Vice President Forester seconded. President Bridge called for the question. Motion passed unanimously.*

### **C. REVIEW BOARD POLICY 2.15 EMPLOYEE TERMINATION POLICY**

There was discussion regarding the wording and content of the current policy. Review of this policy was tabled to a future meeting.

#### **D. REVIEW BOARD POLICY 2.16 WHISTLEBLOWER PROTECTIONS**

There was discussion regarding the wording of the current policy. Revisions will be made for a second reading at the September meeting.

#### **E. REVIEW BOARD POLICY 2.17 AWARDS DINNER**

*Vice President Forester made a motion to accept Board Policy 2.17 as written, except removing the words "and all" from section 2.17.13. Director Steele seconded. President Bridge called for the question. Motion passed unanimously.*


#### **VII. REVIEW SET NEXT MEETING DATE**

Next meeting is scheduled for September 12, 2019 at 3 p.m. at Nehalem Bay Fire & Rescue District office.

#### **VIII. ADJOURNMENT**

President Bridge adjourned the meeting at 4:10 pm.

MINUTES APPROVED BY BOARD  
September 12, 2019

  
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Charles Bridge. President

ATTEST:

  
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Secretary Handler