

NEHALEM BAY FIRE & RESCUE DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING MINUTES

TUESDAY MARCH 31, 2020

TELECONFERENCE ONLY
GOTO MEETING ID 929927653

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 via teleconference. Chief Chris Beswick and Kristen Coyle, Executive Assistant, were also in attendance.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

There were no members of the public in attendance.

III. NEW BUSINESS

A. RESOLUTION PROVIDING AUTHORITY TO RECLARE A STATE OF EMERGENCY

Chief Beswick read ***Resolution No. 20-01 A Resolution Providing for Authority to Declare a State of Emergency; Impose Emergency Measures; Implement the Emergency Operating Plan, and Coordinate with Local, State, and Federal Agencies.*** Director Steele asked for some background leading up to the drafting of this Resolution. Chief Beswick explained that under the Stafford Act, the District would be eligible for FEMA reimbursement only if it declared a State of Emergency. He researched the District's Disaster Plan and noted there was no means for the District to declare a state of emergency. In addition to enabling FEMA Fund eligibility, the resolution spells out the chain of command if the fire chief becomes incapacitated. Finally, the resolution resolves some purchasing constraints such as the competitive bid process if emergency funds need to be expended.

The board discussed elements of the Resolution. Chief Beswick elaborated on specific items referenced in the Resolution as the Board's request; items included the "Emergency Operating Plan Nehalem Bay", examples that would fall under the "Regulation and Control" authorities, and examples of non-district resources as referenced in the resolution's last bullet point "Acquisition of Resources".

Vice President Forster made a motion to Adopt Resolution 20-01. Secretary Handler seconded. President Bridge called the question. A roll call was made; there were 5 ayes and 0 nays. Motion was passed.

B. DECLARATION OF A STATE OF EMERGENCY FOR NEHALEM BAY FIRE & RESCUE DISTRICT

Chief Beswick presented a memo indicating the justification of Declaration of a State of Emergency; this will enable NBFR to quickly take extraordinary measures that may be necessary to continue operations under the threat of Covid-19. The memo also recommended items to be contained in the motion, including:

- The declaration is in response to the Covid-19 pandemic
- The following actions are authorized:
 - Enter into contracts, incur obligations, make necessary expenditures in excess of policy and budgetary limits, and waive the requirements of competitive bidding when necessary
 - Employ temporary workers as needed and make staffing and scheduling decisions as necessary
- The Fire Chief, or his designee following the chain of command if he is unavailable, is authorized to take these actions
- The state of emergency duration will be until the threat has passed

Secretary Handler noted that the recommended items follow SDAO's recommendations to define what, when, where, and why.

Secretary Handler made a motion to Declare the State of Emergency as noted in the recommendation. Director Steele seconded. President Bridge called the question. A roll call was made; there were 5 ayes and 0 nays. The motion was passed.

After the motion was passed, Chief Beswick answered Board questions concerning changes instituted as a result of the pandemic. Chief Beswick indicated that there is one member who has tested positive and another who has a fever and is awaiting test results. He outlined the social distancing measures that were in effect prior to the two member events noted above. This included changing staffing / shifts to minimize contact amongst themselves, replacing drills with on-line courses, and locking down Station 13: no visitors, no meetings, the office is closed. Needs are being taken care of on a by-appointment basis and no-one is allowed into the building.


The Board agreed that the April Monthly Board Meeting shall be held via teleconference.

The Board requested that Chief Beswick inform members of significant events via email so that they are kept abreast of operations before the general public in today's age of social media. Chief Beswick agreed.

IV. ADJOURNMENT

President Bridge adjourned the meeting at 3:43 pm.

MINUTES APPROVED BY BOARD
April 9, 2020



Charles Bridge, President

ATTEST: 

Secretary Handler