

NEHALEM BAY FIRE & RESCUE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES

Thursday September 10, 2020
Held via Zoom Video Conference
Meeting ID no. 878 0788 6483
Phone dial in (253) 215-8782

I. CALL TO ORDER

President Charles Bridge called the meeting to order at 3:07 p.m. A roll call was held; present on the video conference were President Charles Bridge, Vice President Robert Forster, Director John Steele, Secretary John Handler, and Treasurer Garry Bullard. Executive Assistant Kristen Coyle were also in attendance. Chief Chris Beswick joined the meeting three minutes after the roll call.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

There were no members of the public in attendance.

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 August 13, 2020 Board Meeting.

Vice President Forster moved to accept the Board Meeting Minutes of August 13, 2020 as presented. Director Steele seconded. President Bridge called for the question. Motion passed unanimously.

III. FINANCIAL REPORTS

The Board reviewed the Bills Paid, Visa Charges, and the Profit & Loss vs. Budget reports for the month of August.

Secretary Handler made a motion to accept the August 2020 financial reports as presented. Treasurer Bullard seconded. President Bridge called for the question. Motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Beswick provided the Board with an update with the current wildfire situation. Two major fires are currently burning south of the fire district: one in Idaville and one near Lincoln City. The district has an engine and a three-member crew on site in Idaville; the crew rotates out every 12 hours. A water tender with a crew was at the Lincoln City Fire for a 24-hour shift before it was cut loose earlier in the day. The Type VI brush truck and a volunteer are currently staged in Oregon City.

Chief Beswick provided the August incident statistics; there were 91 incidents for the month. This represents an increase; however, the number is skewed due to 15 false alarms from the Nehalem Valley Care Center (NVCC). Chief Beswick indicated that false alarms have been reduced to one during the last two weeks, and the organization is on board to repair/replace the system. Chief Beswick provided volunteer headcount; a recently retired volunteer has re-joined the department in a support function.

A fire contract that was cancelled a few months ago due to non-payment has been re-instated and property owner has paid the amount in arrears.

Chief Beswick provided an update on Federal Grants because of the Covid 19 pandemic; to date the District has been awarded \$119,511 in Federal Grants and \$103,354 has been received to date. The funds will bolster EMS response capabilities via additional equipment and PPE.

Chief Beswick provided an update with the relationship between Adventist Health and NBFRD/Tillamook Fire Defense Board; things have seemed to settle down a bit. The District's EMS supply chain supply chain has been smoothed out; the District has an alternate provider for medications. The Memorandum of Understanding (MOU) for District responders to drive Adventist ambulances is still being worked out; in the meantime, responders are not driving ambulances. Chief Beswick will ensure the MOU is reviewed by District insurance rep. / legal team prior to presentation to the Board for approval.

The contract with the Tillamook Fire Defense Board and the former Medical Director for Adventist health has been signed; the physician will serve as Medical Director for agencies thru December 31, 2020. Chief Beswick and the Fire Defense Board is in contact with potential Medical Director replacement for 2021.

Chief Beswick reported that the annual audit is complete. The audit team found a minor error: approx. \$1,100 was overspent within a budget category. This will be noted on our report and the District will follow up with the Oregon Secretary of State's Office. As in past years, the Auditors will present their final report to the Board when it is complete.

The annual testing for the backup diesel generator was recently performed; the generator has several failing parts. Repairs scheduled for next week and will cost approx. \$3,100. The timing of the failure was unfortunate; the generator was not operational during the recent 24-hour power outage.

Compensation for use of the District's apparatus / crew on wildfire was discussed. Chief Beswick indicated that in both cases it is an hourly rate; for apparatus, the rate is based on type. The District should be reimbursed for its responses to the out of county fires; the response to the Idaville fire would be considered mutual aid.

Chief Beswick informed the board that the recently purchased "Casey Kits" from the Michelle Casey Fundraiser grant were deployed on a rescue; he has reached out to the family to inform them.

Finally, Chief Beswick fielded a question concerning the nature of the incidents listed as “Citizen Complaint” on the monthly incident report. He indicated that are usually district residents reporting fires on their neighbors’ property and / or fires on the beach.

TRAINING REPORT

A training report prepared by Division Chief Walsh was provided. Highlights include a drill to rescue an injured person from an elevated platform utilizing minimal equipment, EMR class commencement for the District’s 5 recruits, and the burning of a model house to demonstrate the concepts of fire behavior.

V. UNFINISHED BUSINESS

A. STATE OF EMERGENCY STATUS

Oregon’s State of Emergency for the Covid-19 pandemic is ongoing; it was agreed that the District’s State of Emergency will continue at least for the same duration as the State’s.

VI. NEW BUSINESS

A. PURCHASE OF SMALL UNMANNED AERIAL SYSTEM

The FY 20-21 Budget included \$25,000 for the purchase of an aerial drone. In addition, the Board passed a resolution to use \$11,500 donated by the Casey family to purchase a drone. Chief Beswick has been obtained three competitive vendor quotes for drones that meet the perceived needs of the District. The proposal from Rocky Mountain Unmanned Systems (RMUS) most closely meets our request; its quote is \$25,885. It is anticipated that drone prices will continue to rise in the current national environment. Discussion ensued regarding training, payload capabilities, warranties, pilots, and insurance.

Secretary Handler made a motion to authorize the spending of approx. \$25,885 for the unmanned aerial system; Vice President Forster seconded. President Bridge called the question; motion passed unanimously.

B. PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT

Chief Beswick indicated that a consistent item of concern during the District’s responses during the Covid-19 pandemic is the potential contamination of clothing. Day uniforms do not provide sufficient protection, and turnouts are too heavy and difficult to contaminate. A relatively new type of PPE on the market not only provides EMS barrier protection but is also certified for use as wildland gear and technical rescue operations. The cost of providing a set of gear for every member, plus reserve sets, is estimated to cost approx. \$35,000; Chief Beswick is requesting quotes from several different vendors. He indicated funding for this equipment is available through the Coronavirus Relief Fund; the program manager has verbally confirmed to him that the PPE would qualify for a grant. The State of Emergency does allow the Fire Chief to expend funds related to the emergency without board approval; however, he is seeking board approval to move forward. It was noted the FY 20-21

budget did not factor in this expense; one of the requirements of the Coronavirus Relief Fund Grant is that it can be utilized only for non-budgeted items.

Chief Beswick answered the Board's questions regarding the appearance and composition of the gear as well as the incident types for which such PPE would be worn.

Vice President Forster made a motion to authorize spending up to \$35,000 for the purchase of 30 sets of dual-certified protective pants and coats. Director Steele seconded. President Bridge called the question; motion passed unanimously.

C. SURPLUS GENERATOR/INVERTER

Chief Beswick reported the Yamaha 3000 generator/inverter equipped on Rescue Vehicle 1349 recently failed its weekly operational check. The failure was diagnosed as a faulty inverter; a repair estimate is \$1100, the cost of a replacement is over \$2,000, and an estimated salvage value is less than \$500. Due to equipment and lighting changes, Chief Beswick does not feel that repair or replacement of the generator is warranted; the rescue vehicle has subsequently been equipped with a spare, smaller generator that functions fine; he recommends that the Yamaha generator be disposed. He proposed that the District attempt to sell the generator and, if unsuccessful, it should be donated or scrapped.

Secretary Handler made a motion to authorize Chief Beswick to surplus out the generator per the disposal discussion. Secretary Forster seconded. President Bridge called the question; motion passed unanimously.

D. REVIEW POLICY 5.1 – FIRST RESPONDER

This policy was enacted in 2009; Chief Beswick provided his suggested revisions to the policy.

Due to the development of the MOA with Adventist Health, the Board tabled review of the policy until the MOA is finalized and in place.

E. REVIEW POLICY 6.1 – CAPITAL ASSETS

This policy was enacted in 2009 and establishes the District's asset capitalization criteria, depreciation guidelines, and disposal guidelines; it was presented with Chief Beswick's corrections for minor punctuation issues. Chief Beswick indicated he sees no need to modify the existing policy.

Vice President Forster made the motion to adopt Policy 6.1 as written. Director Steele seconded. President Bridge called the question; motion passed unanimously.

VII. REVIEW / SET NEXT MEETING DATE

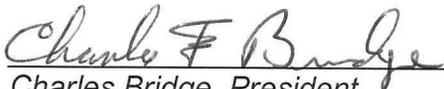
The next meeting is scheduled for Thursday, October 8, 2020 at 3 p.m.

Members of the Board commended Chief Beswick and the NBFDRD members for their remarkable performance during the current Oregon Wildfire Crisis. Chief Beswick further elaborated on the remarkable job performance of all, particularly the volunteers.

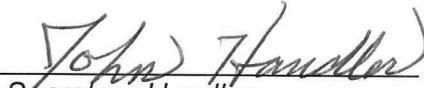
VIII. ADJOURNMENT

President Bridge adjourned the meeting at 4:03 pm.

MINUTES APPROVED BY BOARD
October 8, 2020



Charles Bridge, President

ATTEST: 

Secretary Handler