

**NEHALEM BAY FIRE AND RESCUE DISTRICT
BOARD OF DIRECTORS MEETING
JUNE 10, 2021, 3 P.M.
35375 HWY. 101 N, NEHALEM, OR 97131**

**Public May Attend Via Zoom Video Conference:
Meeting ID: 817 1351 6726 Passcode: 492202
Audio only: (253) 215-8782**

I. CALL TO ORDER

President Charles Bridge called the meeting to order at 3:00 p.m. Persons in attendance were as follows: Bridge, Vice President Bob Forster, Treasurer Gary Bullard, Secretary John Handler, Director John Steele, Director-Elect Mike Sims, Fire Chief Chris Beswick, and Exec. Assistant Kristen Coyle.

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 May 13, 2021 Board Meeting. Director Steele noted that his name was missing as an attendee. Director Bullard recommended some language changes to the second paragraph of section VI. A; Exec. Assistant Coyle read aloud the changes he submitted via email prior to the meeting.

Vice President Forster made a motion to accept the minutes with the corrections as noted. Treasurer Bullard seconded the motion. 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 May. Chief Beswick elaborated on board member questions concerning apparatus repair and maintenance expenditures and the year-to-date expenditures for volunteer reimbursements vs. budget.

Director Steele made a motion to approve the May 2021 financial reports as presented. Vice President Forster seconded. President Bridge called for the question. Motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Beswick provided the incident statistics; there were 76 incidents for the month; volume was up approximately 15% from the prior year. He elaborated on the more significant incidents which included a mutual-aid rescue at Hug Point with Cannon Beach, a vehicle fire, and a wildland fire. Chief Beswick mentioned the Firefighters Association reached out to those citizens impacted by the vehicle fire to ensure their basic living needs were being met. There were also two structure fire calls: one in-district contained within a furnace and one mutual-aid call in Rockaway Beach which resulted in a total loss. He also mentioned a June mutual aid water-rescue incident in Rockaway Beach. Chief Beswick noted that Memorial Day Weekend passed without significant increase in call volume.

Beswick provided a volunteer update; there were no changes from last month. An EMR class will commence shortly; NBFRD will be instructing the class, but most of the students will be Cannon Beach recruits. Chief Beswick indicated that Cannon Beach will pay the District for teaching the class for their recruits.

Beswick indicated the District's COVID-19 clinics have ended; a total of 1,463 vaccines were administered. The specialized vaccine freezer has been placed out of service but will be retained for potential future need.

Beswick noted that one volunteer has recently become a licensed EMT, and another volunteer is close to completing the testing requirements. These two volunteers also recently completed their Fire Officer I and Live Fire Instructor certifications. He is impressed with the drive and dedication these volunteers bring to the District. Chief Beswick also noted that two EMT employees are currently training to become Advanced EMTs.

Beswick noted that despite the pleas from NBFRD and other special districts throughout the state, Oregon will not be passing through the funds it received through the recent \$1.9 Trillion American Rescue Plan Act.

Beswick noted the District recently upgraded some of the Brush Truck's components with the funds allocated from last year's Wildfire response reimbursements. The apparatus's operational performance capabilities for future wildfire deployments have been improved.

Beswick reports that the State Fire Marshal has been working with the Nehalem Valley Care Center to rectify facility issues. In addition, there has been a decrease in the number of false fire alarms. Beswick also noted that in the past, the District would not respond to medical incidents at the Care Center due to its on-site medical care capabilities. However, he will leave it up to the Duty Officer's discretion to respond to critical calls.

Chief Beswick also indicated that he will leave it up to the Duty Officer's discretion as to whether to personally respond with District personnel to out-of-district mutual aid major events such as structure fires. The intent is not to take away control of our personnel from the mutual-aid partner's command, but rather to act as a safety officer for our personnel.

Beswick reports that the members of the Tillamook Co. Fire Defense Board are unified with the need to urge the County to complete the contract with Adventist Ambulance. The Defense Board head will meet with the Commissioner's Chief-of-Staff to bring the issue to the Commissioners' attention. Discussion ensued. It was recommended that the Defense Board consider bringing the issue up at a County Commissioners' Public Meeting.

Beswick indicated that the district is in the process of obtaining licensing to carry two controlled substances. Only the District's two paramedics will be authorized and licensed to handle and administer the substances. Chief Beswick answered the boards questions concerning security, scenarios for use, and accountability/control.

Beswick mentioned the City of Manzanita recently sent a letter of appreciation for use of the District for its monthly district court. He also mentioned that he was planning to attend a class at the National Fire Academy in June but that has been cancelled.

TRAINING REPORT

The May 2021 training report prepared by Division Chief/Training Officer Jesse Walsh was provided. Highlights included wildland training refreshers, annual apparatus competency skills testing, and the annual water team swimming competency testing. In addition, the District held clinical fire department field experience sessions with two EMT students currently enrolled at TBCC. Finally, three district volunteers completed with Wildland Fire Fighter Type 1 training at ODF.

V. UNFINISHED BUSINESS

A. STATE OF EMERGENCY STATUS

Oregon's State of Emergency for the Covid-19 pandemic is ongoing. Governor Brown has announced that she will remove most COVID-19 related restrictions once the state has reached a 70% vaccination rate. It is uncertain if Oregon will also lift its State of Emergency at that time.

The Board made no changes to the District's State of Emergency and agreed the issue will be revisited at next month's board meeting.

VI. NEW BUSINESS

A. RESOLUTION 21-11 – A RESOLUTION TO DESIGNATE FOURTH WILDFIRE COST REIMBURSEMENT

The funds to reimburse the District's response to 2020 California Wildfires have been issued by the State of Oregon. The State has indicated that it has cut and mailed a check to the District in the amount of \$28,947.68 for the California response. Resolution 21-11 designates \$19,947.68 of the proceeds as reimbursement for Personnel Services and \$9,000.00 for Vehicle Repairs and

Maintenance. Although the physical check has yet to arrive as of the date of the board meeting, it should be here momentarily and within Fiscal Year Ended June 30, 2021.

Secretary Handler made a motion to Adopt Resolution 21-11 – A Fourth Resolution to Designate Wildfire Cost Reimbursement as written. Director Steele seconded. President Bridge called the question. Motion passed unanimously.

B. REVIEW OF POLICY 9.7 – EMPLOYEE CONDUCT

This policy, which went into effect May 21, 2009, sets minimum standards for District personnel on and off duty conduct. It underwent a first reading review at the May 13, 2021 Board Meeting, as Chief Beswick made several changes to the 10+ year old policy. At that time, the board discussed the changes and asked Chief Beswick to re-write the policy. A new red-lined version of the policy was presented to the board. Although a few scrivener's errors noted, the board had no changes of substance to the revised policy.

The policy will undergo a second reading at the next board meeting.

C. APPROVAL TO WIRE FUND FOR EARLY BOND PAYOFF

The Adopted Fiscal Year 2021-2022 includes an early bond pay off in the amount of \$1,590,000 on July 1, 2021. The payment must be made by wire transfer. Per Board policy, two signatures are required to validate any written check; however, the policy makes no mention of wire transfers. Chief Beswick recommended the board make a motion to wire \$1,590,000 on July 1, 2021 for the pre-payment of bond principle.

Director Steele made a motion to authorize a wire transfer to US Bank, on or after July 1, 2021, in the amount of \$1,590,000 for the purpose of an early bond payoff. Secretary Handler seconded. President Bridge called the question. Motion passed unanimously.

D. THANK YOU TO OUTGOING DIRECTOR GARRY BULLARD

Treasurer Garry Bullard did not run for re-election; this was his last board meeting as a director. President Bridge and Chief Beswick thanked Garry for his service and contributions to the District.

E. SWEARING IN OF NEW DIRECTOR MIKE SIMS

In May, the District's voter's elected Mike Sims as a director to replace the position currently held by Garry Bullard. Director Bridge performed the Oath of Office ceremony with direct-elect Sims.

VII. REVIEW / SET NEXT MEETING DATE

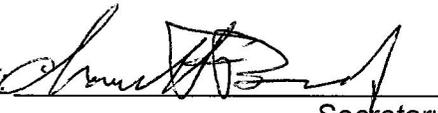
The next monthly board meeting was scheduled for July 8, 2021 at 3 p.m.

VIII. ADJOURNMENT

President Bridge adjourned the meeting at 3:51 p.m.

MINUTES APPROVED BY BOARD
July 8, 2021


_____, President

ATTEST 
_____, Secretary