

**NEHALEM BAY FIRE AND RESCUE DISTRICT
BOARD OF DIRECTORS MEETING
OCTOBER 14, 2021**

**Public May Attend via Zoom:
Meeting ID: 828 0226 7145 Passcode: 782424**

I. CALL TO ORDER

As noted in the 08/16/2022 board minutes, the NBFRD Treasurer for FY 2021-22 was John Steele, not Robert Forster

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

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

One member of the public attended via Zoom; that individual had no comments.

B. READING AND APPROVAL OF BOARD MEETING MINUTES

Handler asked the Board members if they had any corrections or comments after reviewing the minutes from the September 2, 2021 Special Board Meeting.

Forster made a motion to accept the minutes as printed. Bridge seconded the motion. Handler 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 months of August and September. Chief Beswick elaborated on board questions concerning the wildfire deployment compensation and State reimbursement, expenses for the District's Medical Directors, and the Employee Medical Expense Reimbursement Plan (MERP).

Sims made a motion to approve the July and August 2021 financial reports as presented. Forster seconded. Handler called for the question; motion passed unanimously.

IV. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Chief Beswick provided the August and September incident statistics; there were 205 incidents for the two-month period. There were no major incidents to report; the district responded to a few non-fatality water rescue calls and a couple of minor structure fires.

Beswick provided a volunteer update. The District recently certified two combat firefighters, and there are two recruits in the middle of fire academy sponsored by the Garibaldi District. Two members were added to the water rescue team. A member recently enrolled in the residency program; he will be based out of Station 13. There continues to be one resident volunteer at Station 11.

Beswick provided an injury and quarantine update. There is one full-time member recently cleared to duty without restrictions, and there are two volunteers on leave due to injuries sustained off-duty. There are currently no members in Covid-19 quarantine. Beswick reported that the District will experience minimal fallout due to the Covid-19 vaccination requirement going into effect October 18th; however, he anticipates other Districts within Tillamook Co. will experience personnel losses.

Beswick provide an update with the County's ambulance service. He expressed concern that current ambulance response is reaching a critical level: there are numerous days in one or two ambulances are out of service, and September's ambulance response time within the District was over 17 minutes compared to the benchmark time of 7 minutes or less. The problem has been escalating for some time, and the Fire Defense Board has expressed its concern to the County Commissioners for many months. The Fire Defense Board went as far as creating a press release a couple of weeks ago; however, no local news outlet published it. To speed up obtaining resources to address the issue, Beswick posted a Facebook post containing the information from the unpublished press release. He reports that within one hour of the posting, the County Commissioners scheduled a meeting. Beswick distributed a copy of the post; the board concurred that post was a necessary step. Discussion ensued regarding the ambulance service and the County's contract. Beswick expressed his optimism that the stakeholders are on the path to implement solutions to the problem.

Beswick reported that a Red Cross Blood Drive will be held at Station 13 on November 1; appointments may be scheduled through the Red Cross's Website. He reports that his efforts to have an on-site flu shot clinic for District responders has been unsuccessful. Dr. Steele mentioned county Covid vaccine clinics also have the flu shots, and flu shots are widely available at pharmacies. She also mentioned that the FDA just cleared Moderna Boosters for those 65+. Beswick indicated that he does not plan on holding a booster clinic, as the vaccine's availability is widespread.

Beswick provided an update with the acquisition of the Wildland/Urban Interface apparatus. He recently visited the Aumsville Fire District and inspected their WUI engine. In addition, he had a pre-construction conference with the manufacturer, and the design has been finalized. He is still waiting for the final price; however, he feels the amounts included in the Supplemental Budget will be sufficient.

Finally, Beswick reminded the board that the Oregon Fire District Directors' Association conference is in a few weeks; interested members should notify Coyle. Thus far two members have enrolled.

TRAINING REPORT

The August-September 2021 training report prepared by Division Chief/Training Officer Jesse Walsh was provided. The Board and Beswick commented what a thorough job Walsh does with the scale of the training as well as the thoroughness of his reports. Beswick noted there has been a large emphasis on EMS and future officer training. In addition, Beswick noted that volunteers have been given the opportunity to lead training. Beswick finds this to be well received and noted an uptick in drill and incident response as a result.

V. UNFINISHED BUSINESS

A. LEASE PURCHASE AGREEMENT FOR NEW FIRE APPARATUS

As noted in his Chief's Report, Beswick is still awaiting the final price for the purchase of the WUI Apparatus. The lease/purchase contract will be drafted once the price is known. He is anticipating

a 7-Year Term loan at 2.68% interest not to exceed \$460,000 in loan principal; annual payments will not exceed \$75,000. The contract will need to be signed by the Board President, Vice-President, and Secretary. He recommended that the Board make a motion to accept the lease purchase contract for no more than \$460,000 with a 7-Year Term.

Discussion ensued regarding the language of the motion. Director Steele noted that in the current market interest rates may go up.

Forster made a motion to accept the lease/purchase contract for the acquisition of the Rosenbauer Timberwolf for \$460,000 and a 7-year term. He also added that we wanted to include the other loan term items described by Beswick except leave out the interest rate percentage. Handler then listed the term items to be included in the motion: purchase amount not to exceed \$460,000, 7-Year term, annual payments not to exceed \$75,000, and contract to be signed by the Board President, Vice-President, and Secretary. Director Steele seconded.

Bridge asked for clarification about the interest rate; Handler indicated that it is open. Coyle pointed out that fixing the maximum annual payment to \$75,000 imputes a maximum interest rate. Sims asked if a second motion could be made incorporating all the terms as noted but including an interest rate of 3.7%. Handler affirmed that a second motion could be made.

Handler called to vote the motion made by Forster and seconded by Steele. Voting yes: Handler, Steele, Bridge, and Forster; voting no: Sims. Motion passed.

Handler then asked Sims if he would like to put a second motion on the table. Sims indicated that he now understands how the first motion addresses interest rates and declined to put forth a second motion.

VI. NEW BUSINESS

A. EMERGENCY VOLUNTEER CORP PRESENTATION

Dr. Margaret Steele, President of the Emergency Volunteer Corp. of Nehalem Bay (EVCNB) provided a presentation to the board outlining the history of the organization and its numerous activities in partnership with the District. Dr. Steele also explained the four functional areas of the organization. Handler expressed his gratitude to Dr. Steele for taking over the EVCNB President position and his appreciation for the role EVCNB plays within the community. Beswick also voiced his admiration for the organization; he mentioned that in all his years of responding to international and national disasters never has he seen a local organization preparing citizens to the degree of EVCNB.

B. FACILITY USE AGREEMENT FOR MANZANITA CITY COURT

The board received a copy of an email from Leila Aman, City Manager for the City of Manzanita, to Board President Handler requesting continued use of Station 13 for Court for the next two years. Beswick commented that there have been no issues with the court; he noted that the District has not been charging the City for facility use. Sims indicated that he has participated in the court sessions as a city employee. He wants the District to be mindful of who has access in the building during court session; he noted that he has told individuals they are not allowed in the building unless they have a court hearing. The timeline for the City's use, its court operational procedures, and considerations for continued use were discussed.

Bridge made a motion to allow the City of Manzanita continue to hold its monthly court sessions for the next twelve months with an opportunity to extend. Sims seconded. Handler called for the question; motion passed unanimously.

C. REVIEW POLICY 9.9 – WORKPLACE VIOLENCE

The policy, which went into effect November 24, 2009, establishes policies and procedures intended to maintain a safe environment for all employees, volunteers, and visitors. Beswick indicated that he has reviewed the policy, does not see a need for revision, and recommend the Board adopt the policy as written.

The Board inquired about the District's Firearms Policy. Beswick indicated no guns are allowed in District Buildings and Apparatus unless carried by a licensed law enforcement officer. He further explained that the District Personnel Policies and Standard Operating Guidelines establishes rules for firearms and procedures for responding to violent incidents.

Steele made a motion to adopt Policy 9.9 - Workplace Violence as written. Forester seconded. Handler called for the question; motion passed unanimously.

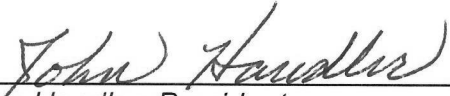
VII. REVIEW / SET NEXT MEETING DATE

The next monthly board meeting was scheduled for Friday, November 12, 2021, at 3 p.m.

VIII. ADJOURNMENT

President Handler adjourned the meeting at 4:15 p.m.

MINUTES APPROVED BY BOARD
November 16, 2021



John Handler, President

ATTEST: 

Charles Bridge, Secretary