

**NEHALEM BAY FIRE AND RESCUE DISTRICT
BOARD OF DIRECTORS MEETING**

FEBRUARY 16, 2023 3:00 PM

**36375 Hwy 101 N.
Nehalem, OR 97131**

Zoom Meeting ID 865 4832 3091 Passcode: 641249

I. CALL TO ORDER

President John Handler called the meeting to order at 3:02 p.m. Board members present for the roll call were Treasurer John Steele, Vice President Mike Sims, Secretary Charles Bridge, and Director Bob Forster. Other district personnel present were Fire Chief Chris Beswick and Executive Assistant Kristen Coyle; off-duty Captain Frank Knight III attended via Zoom and one member of the public was in attendance. Also present was guest speaker Laureal Williams from the Oregon Fire District Directors Association.

II. WELCOME TO VISITORS

A. PUBLIC COMMENT

No comments were offered.

B. READING AND APPROVAL OF BOARD MEETING MINUTES FOR JANUARY 12, 2023

Handler asked the Board members if they had any corrections or comments after reviewing the minutes from the January 12, 2023 Board Meeting.

Bridge made a motion to approve the minutes as presented; Forster seconded the motion. Handler called for the question; motion passed unanimously.

III. UNFINISHED BUSINESS (moved up from published agenda)

A. VOLUNTEER LENGTH OF SERVICE AWARD PROGRAM (LOSAP) PRESENTATION / Q&A BY OFDDA

Williams explained that LOSAP, a deferred-compensation plan under IRS 457(e)(11), was created to increase recruiting and retention for fire service volunteer personnel. She provided a brief history of the program; it has been managed by OFDDA since 2009, and it has 52 participating Fire Districts.

Williams provided information regarding the plan, including administration, fees, participation, vesting, contributions, investing, forfeitures, withdrawals, and taxation. Williams emphasized the flexibility Districts have regarding contribution methodology, frequency, and amounts, vesting requirements, and credits for prior years' service. She indicated the most successful new plans solicited volunteer input prior to the finalization of the plan. She answered numerous questions posed by the directors and by staff. Williams will provide Beswick with examples of other districts' plans.

Williams thanked the District for participating in OFDDA and OVFFA. Williams also indicated her office provides a weekly OR Legislative Update for fire service-related bills; interested parties should contact her should they wish to be added to the distribution list.

Williams then departed the meeting.

IV. FINANCIAL REPORTS

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

Sims made a motion to approve the January 2023 financial reports as presented; Steele seconded. Handler called for the question; motion passed unanimously.

V. STAFF REPORTS

A. FIRE CHIEF'S REPORT

Beswick presented January's call volume; there were 63 calls for the month. He noted this is lower than 2022, but on par with previous years. He highlighted two structure fire incidents, and noted most calls were EMS related. Beswick noted ambulance response times were still below the 90% within 20-minute target. Ambulance staff shortages were acknowledged; Beswick indicated the Ambulance system is looking at staffing alternatives.

Beswick provided a district volunteer update; he noted there are 3 recruit FF, and the District will begin a Fire Academy during March. Coyle noted there may be as many as 5 recruits in the class.

Beswick reported the new Type III engine is now in service; it underwent the "Push-In" ceremony the day prior. Handler shared his favorable impression of the apparatus ceremony, as well as the ceremony to recognize volunteer promotions. Steele shared Handler's sentiment. Beswick noted the decision to have a formal swearing-in ceremony was a direct result of the feedback volunteers provided as part of the district's ongoing recruiting and retention initiatives. Bridge added he appreciated Beswick's recognition of volunteer FF Dan Weitzel's contributions to get the new engine placed in-service. Discussion of Weitzel's contribution ensued.

Beswick noted neighboring coastal fire agencies discussed incident response to State Parks. The fire districts do not get compensated for such response; however, the State has provided annual \$2,000 grants to reimburse responding Districts' expenses. The district performed a 5-year analysis of District call volume; Beswick reported state park response averages 7% of annual call volume but 17% of annual manpower response. Beswick noted the agencies plan to bring this to the attention of legislators as a first step to obtaining compensation for response. Beswick suggested this year's grant go towards reimbursing new pack-out backpacks, pediatric EMS supplies, and jet ski modifications.

Beswick noted the SAFER (Staffing for Adequate Fire and Emergency Response) grant application period is now open. Beswick intends to apply for one full time fire fighter position. In addition to incident response, this new position would be the recruiting and retention officer. Beswick noted Capt. Knight is assisting with the grant writing process.

Beswick noted ambulance response time is an issue at the national level as well as the local level. He distributed a national news article concerning a patient death while awaiting a 19-

minute ambulance response. He also recapped two recent District incidents which required both ambulance and Life Flight response.

Beswick noted in January, the District received a \$20,000 donation from the Tillamook Anglers Corporation as a pass-through from the Loren E. Parks Trust. He explained that since the unbudgeted donation came with no restrictions for its use, the funds could not be expended this fiscal year, and they will roll into the beginning fund balance for FY 2023-24.

Beswick suggested the District purchase rain jackets for the Board members during the next fiscal year.

Beswick noted he, along with Sims and Handler, recently attended the SDAO conference in Sunriver. Sims elaborated on sessions regarding seismic event facility warning and generational differences in the workplace. Beswick also noted the seismic event notification session in addition to a session regarding relationship between management and the Board of Directors. Handler noted sessions regarding Oregon Paid Leave and the Legislative Update. Beswick noted some of the significant Legislative items concerning Fire Service, including a tax credit for volunteer firefighters.

Beswick reminded the board that the deadline for registering to be on the May ballot is next month. He also noted that there are at least two openings on the county's 9-1-1 District Board; historically this board has comprised of Directors with a medical or law enforcement background. The Fire Defense board is looking for suitable fire-background candidates.

B. TRAINING REPORT

The board packet contained Division Chief Walsh's training report. Beswick highlighted the fact that two trainings were with mutual aid partners. He provided a brief overview of the new numbering system for all fire service apparatus within the County.

VI. NEW BUSINESS

A. PURCHASE OF NEW BEACH RESCUE APPARATUS

Beswick noted that after considerable research, he feels the best option to replace the beach rescue vehicle is to purchase a Ford F-250 Super Duty pickup. The price for the vehicle is \$51,803; Emergency lights, sirens, equipment mounts, and sand compatible tires will add approximately \$12,000 to the vehicle in service cost. He is requesting the board make a motion authorizing expenditure not to exceed \$68,000. Sims noted bids for a Ford F-150 were discussed at a previous board meeting. Beswick noted that the allocation of F-150 is depleted; an option would be to table this until an allocation is available. Several members noted due to lower demand, the F-250 is often less expensive than an F-150.

Steele noted that the current cargo van was selected as the beach vehicle due to its capacity to hold a patient/stokes basket as well as rescue team members and supplies; he asked for Beswick's rationale to purchase a pickup instead of another van. Beswick noted the new beach rescue vehicle needs to be 4-wheel drive; only Mercedes offers a 4-wheel drive van, and it has an outfitted price of more than \$100,000. He also noted the crew cab of an F-250 is ample. Finally, he noted the unsecured bench seating on a cargo van configuration; a crew cab enables responding personnel to be secured. Beswick answered board questions regarding alternative uses for the vehicle in addition to beach rescue.

Forster made a motion to authorize expenditure up to \$68,000 for the purchase and outfit of an F-250 Super Duty Pickup as the District's new beach rescue apparatus; Steele seconded. Sims noted that this budgeted expenditure would be coming from the Equipment Reserve Fund; all directors noted. Handler called for the question; motion passed unanimously 5-0.

B. DISPOSAL OF SURPLUS EQUIPMENT

i. MAVIC DRONE

Beswick noted that when the district began to form a drone program, a DJI Mavic Drone was procured to allow himself and Coyle, then newly licensed sUAV pilots, to practice flying. Since the purchase of the DJI Matrice 300, the Mavic is no longer being utilized and should be surplused. He proposed the District make first offer of sale to existing drone pilot volunteers. Beswick noted similar used drones on the market are priced \$150 - \$300; he would like to offer to the volunteers \$150. Should more than one volunteer interested, the buyer will be randomly selected.

There was consensus among the Directors to offer the sale of the drone to existing drone pilot volunteers for \$150.

ii. 1997 INTERNATIONAL FIRE ENGINE

Beswick noted this apparatus has been recently replaced by the new Engine 14. Beswick reports another OR fire district recently sold the same engine, in pristine condition, for \$30,000, under a bid process and advertised on Daily Dispatch. Beswick suggested the District does the same. If a sale does not go through, other options would be to put the engine on the State Surplus auction or to donate the engine. Beswick noted the engine did fail its last NFPA compliant pump test; however, it still pumps.

There was consensus among the board members for Beswick to advertise the Engine Sale on the Daily dispatch, for a minimum of 30 days, at an opening bid of \$30,000.

iii. 1996 FORD ECONOLINE VAN

Beswick noted the value of the van is difficult to determine; it has low mileage and factory-built 4-wheel drive. Beswick noted he is unsure where to begin the sales process. Beswick noted there is time to determine the best approach, as the apparatus would not be surplused until the new apparatus is in service.

There was consensus among board members to table the van sale discussion.

Sims made a motion to accept Chief Beswick's recommendation to sell the Mavic Drone to a drone pilot volunteer for a minimum price of \$150, and to sell the 1997 International Pumper by an open bid process starting at \$30,000 and lasting at least 30 days. Steele seconded. Handler called for the question; motion passed unanimously 5-0.

C. RESOLUTION 23-02 A RESOLUTION TO DESIGNATE 2022 WILDFIRE COST REIMBURSEMENT.

Beswick noted that the district recently received a reimbursement check in the amount of \$1,183.36 for district response to a Seaside Wildfire in November, 2022. Since these funds were not budgeted, the resolution designates the revenue within the General Fund as Wildfire Reimbursement and appropriates \$533.33 to General Fund Personnel Services expenditures and \$650.03 to General Fund Material and Services expenditures.

Sims made a motion to pass Resolution 23-02 – A Resolution to Designate 2022 Wildfire Cost Reimbursement, as presented; Forester seconded. Handler called for the question; motion passed unanimously.

D. COST RECOVERY OPTIONS FOR BOB'S CREEK FIRE

This fire, which occurred over multiple days in November 2022 just outside Nehalem, was on a 160-acre parcel of private land not covered by the District. On the first day of the fire, the property owner was informed that the District could fight the fire, but the property owner would be billed for the service. The property owner declined the District's offer. The fire got out of hand the following day, and the property owner reached out to the district to extinguish. NBRF, Seaside, Cannon Beach, Garibaldi, and State Forestry deployed personnel to the fire over the course of a two-day period. Based on response times at the State Fire Marshal Mobilization Plan rates, a bill for just under \$10,000 was prepared and given to the property owner. The property owner subsequently contacted Beswick to inform him the bill was unaffordable and requested alternative options.

Discussion ensued. In response to board questions, Beswick noted the property is outside the fire district as the property owner purchased it directly from a timber company. He also noted the fire was caused by landowner burn piles that went awry. Fiscal solutions discussed included placing a lien on the property, allowing for installment payments, and reduction in fee.

There was consensus among board members to table the discussion until next board meeting. Beswick will provide an update to the property owner.

E. SECOND READING OF POLICY 1.14 – FISCAL POLICY

During the December 7, 2022 board meeting, policy 1.14 was presented for review. At that time, it was noted the policy did not specify guidelines for budgeted expenditures over \$150,000. Beswick subsequently revised the policy to include such guidelines; the revised policy underwent its first reading at the January 12, 2023 board meeting. The policy was presented to the board for a second reading / adoption.

Bridge made a motion to adopt Policy 1.14 – Fiscal Policy, as presented; Sims seconded. Handler called for the question; motion passed unanimously.

VII. EXECUTIVE SESSION – ANNUAL FIRE CHIEF REVIEW

Beswick indicated he is willing to waive his right to an executive session under ORS 192.660 (2)(i); he left it up to the board whether to go into executive session.

There was consensus among board members to not go into executive session.

Handler indicated he created a spreadsheet to compile the results from each director's performance review of Chief Beswick; he distributed a handout of the analysis.

Bridge departed the meeting at 5:00 pm.

Handler summarized the areas of performance review, and he noted directors evaluated each item on a 1-5 score: 1 means unsatisfactory, 2 means needs improvement, 3 means fully satisfactory, 4 means distinctive performance, and 5 means outstanding. Beswick's self-evaluation score was also presented for comparison. Handler reported the Board's overall performance score was 4.0; Beswick's self-evaluation score as noted on the spreadsheet was 3.4. Handler read out loud some favorable comments from each board member. Comparisons from the prior year's performance review were noted by Beswick and Handler. The board thanked Beswick for his performance.

VIII. OTHER BUSINESS / ANNOUNCEMENTS / COMMENTS

No items were noted.

IX. REVIEW / SET NEXT MEETING DATE

The next board meeting was scheduled for Thursday, March 9, 2023 at 3:00 PM.

X. ADJOURNMENT

Handler adjourned the meeting at 5:04 PM.

MINUTES APPROVED BY BOARD
March 9, 2023

ATTEST: 
Charles Bridge, Secretary


John Handler, President