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**Board Meeting Minutes – May 9, 2022**

General:

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| **Date:** | **May 9, 2022** |
| **Time:** | 6:00 hours (1800 pm) |
| **Location:** | Cannon Beach Fire Station Board Room |
| **Brought to Order Time:** | 18:00 (6:00 pm) |
| **Adjourned Time:** | 18:44 (6:44 pm) |

Attendees:

|  |  |  |
| --- | --- | --- |
| Bob Cerelli (President) Zoom | Greg Bell (VP) | Rick Gardner (Treasurer) |
| Jason Smith (DC) Zoom | Dave Herman (Member) | Marc Reckmann (Fire Chief) |
| Karen Apple (minutes) | Deb DiStasio | Bill Cotes (CPA) Zoom |

Call to Order:

The Cannon Beach RFPD Board meeting for May 9, 2022, was called to order at 1800 hours (6:00 pm) by Board President, Bob Cerelli.

Roll Call:

Board Members present were: Bob Cerelli, Greg Bell, and Rick Gardner.

Other attendees are Marc Reckmann (Fire Chief, CBFD), Jason Smith (Division Chief, CBFD, Zoom), Karen Apple (Minutes), and Bill Cote (CPA).

Changes to Agenda:

None.

Public Comment:

None.

April 11, 2022 Board Meeting Minutes Approval:

April 11, 2022 Minutes: Greg Bellmoved to approve the minutes. It was seconded by **Bob Hermann** All were in favor, none opposed, and motion carried.

April 11, 2022 Executive Minutes: None

Treasurer’s Report: Change on Page 2, it was Rick who asked about Cash for funds not Bob. Change noted

The Treasurer’s Report was not read, Bill was not able to attend. Highlights are summarized below. Chief did say that is an updated report on fire protection rev, income should have had $1000.00 there. It was moved and corrected.

Rick did have a few ques on Page 2. Questioned the % of Part-time firefighter’s payroll at 17%. Chief explained it has not been used it is there to use on projects and we just have not used it that much. Used for things like sign project. Asked if we don’t use it do, we lose it, the chief stated we do not it just moves over. Rick also had a question on page #3, The student program way under, Chief stated we don’t have students so that is not being used. And last being asked about dispatch services, the chief stated we are anticipating that going up, so he put that in there. Chief increased it knowing that it should have been increased but that has not happened yet. Rick had another question on the chief fund and rolling it over. Chief explained it will be transferred into the general fund, found that out while being audited. Pays for things like what Deb is working on.

Chief stated just as a note in the next budget in the program meeting reserve fund, The apparatus, and equipment do not show line items but in that you will see the rescue and radios in next year’s budget year it will be carried over. Right now, that is why there is such a high balance. Rick stated what we have is really to capital fund, one that is equipment and one that is apparatus. Chief stated Yes.

Bills:

Bills were reviewed by Board. Went over the large Check for communications NW. Chief stated that the radios were covered with that check. Greg asked about the Quickbooks liability checks and what the numbers are. It is believed it was for payroll, full-time staff & volunteers.

Radio’s – Chief stated he wanted to show the difference between the older radios and the new radios. The old radios are failing and once they fail, they are done. When we originally got the grant we were looking at $3000.00 per radio, we ended up getting them for $1300.00 per radio. We were able to get a lot more radios because of that. They are blue tooth compatible. And waterproof for the new radios. Life exp is 10 years. We had 2 diff grants for total of about $800,000 to include Cannon Beach, Seaside, Gearhart, & Warrenton. Second grant that we managed was for Hamlet and Eslie. We programmed the new ones, and it was very easy.

The Chief was called on a call and needed to leave.

Correspondence:

Nothing to present.

Monthly review of board policies: Deb went over the SOPs and recapped them. We were at 64 policies but wanted to go down to 11. We are now at 11. Deb is not finished with all of them but will be done in the month of June. She will go over all of them with us in June. As long as everyone is ok with it all we can have Bob sign and change it into a PDF and we will be good. Deb will get the signature page over to Karen and she can change it into the PDF and have Bob sign off.

Old Business: Chief left on a call nothing was discussed.

New Business: Chief left on a call nothing was discussed.

Reports:

* **Chief’s Report:**
  + ***Calls. JASON GAVE REPORT, CHIEF HAD TO LEAVE ON A CALL Jason* stated we are above average right now. Jason also talked about deployment for a water rescue. How it went well. Jet skies were sent out and able to get both victims out and to the shore. It took 40 min in total. Jason was very happy with how smooth everything went.**
  + ***State Parks Billing for Service. Jason spoke of Nehalem Rope Rescue and the increased call volume that will continue to happen.***
  + **Questions? No further questions.**
* **Training Chiefs Report. Jason reported that we logged the most number of hours since Jason has been here. 378 hours logged. Multiple people training for this month. Jason spoke about Shauna attending a week-long incident commander class. The lifeguard training also helped with those hours. Lots of training right now. Jason did put together an electrotonic training tracking - QR code training to be able to log the training and get credit while at home. Kevin completed his aerial training and Nathaniel is one call away and is almost done with that training as well. Luke is now a trained Pumper operator and Matt Williams is now able to drive all the pickup trucks. All training is going very well.**

**The meeting was unable to finish due to the Chief leaving on a call.**

**Board of Directors Reports:**

* ***Cerelli.*** Nothing to report.
* ***Gardner*.** Nothing to report.
* ***Herman.*** Nothing to report.
* ***Bell.*** Nothing to report. Will text and come by to sign.
* ***Public.*** Nothing.

Good of the Order/Public Comment:

Adjourn:

**Greg** motioned to adjourn which was seconded by **Rick** Adjourned at **18:44** hours (6:44 pm).

* Minutes submitted by Karen Apple
* The next Board Meeting is scheduled for June 13, 2022.

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Bob Cerelli, President CBRFPD Date: