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**Board Meeting Minutes – Sept. 12th, 2022**

\*Board may go into Executive Session per ORS 192.660 as needed\*

General:

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| --- | --- |
| **Date:** | **September 12th, 2022** |
| **Time:** | 18:00 hours (6:00 pm) |
| **Location:** | Cannon Beach Fire Station Board Room |
| **Brought to Order Time:** | 18:00 (6:00 pm) |
| **Adjourned Time:** | 19:30 (7:30 pm) |

Attendees:

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

Call to Order:

The Cannon Beach RFPD Board meeting for September 12th, 2022, was called to order at 1800 hours (6:00 pm) by Bob Cerelli

Roll Call:

Board Members present were: Bob Cerelli (President), Bob Heymann, Greg Bell, and Rick Gardner, Jason Smith(zoom), Marc Reckmann (Fire Chief), Bill Cotes(CPA, via zoom) Dave Herman

Changes to Agenda:

None.

Public Comment:

None.

August 8th, 2022 Board Meeting Minutes Approval:

August 8th, 2022 Minutes: Rick Gardner moved to approve the minutes. It was seconded by **Bob Heymann** Allwere in favor, none opposed, and the motion carried.

**Treasurer’s Report -**The treasure’s report was read and written by Bill Cote. Highlights are summarized below in Bill’s Report.

**Bills – None**

**Correspondence – None**

**Monthly review of board policies – Deb stepped away, and Chief and Karen will finish what was left.**

**Call response –Chief stated 82 calls last month and for the most part, we had a good response. Chief stated after 4:30 pm we get more people to show up because they are off work but then they are here until 10:00 pm. We still struggle after 10:00 PM until 6:00 AM, we only have the duty officer who is usually here alone. One person on 24 hours, hopefully, we get the students going. Surf rescues we just didn’t really get enough to launch jet skis. Never had a full team there, but we did have some good saves (Jesse, Jason, Luke, and Kevin) Lifeguards are off the beach now, so it is just the fire dept. Jesse, Luke, Kevin, Matt, Levi, Jason, and Shaunna all worked the beach this summer with city lifeguards. Bob did ask if only one of the jet skis was running, and the chief stated Yes.**

Old Business:

 Strategic Plan - Draft evaluation presented, based on the directions from the board. We need to add communication with the city regarding the prepared food tax and volunteer housing. Prior to evaluation,n the chief will provide a letter explaining how benchmarks have been met.

 Volunteer housing – The chief stated that his response to the meeting did not go very well. A lot of documents. The county commission is having an issue with septic. Chief met with Tom and Tom swears he has documents that he did. Tom was the past manager of the district. They are contesting the station. It is the septic is self. Chief will return in Oct and try again.

 Banking changes - We do need to meet with the bank, but that has not happened yet. They were supposed to send Chief a bunch of stuff, but that never happened. Chief went into the bank to work out the check deposited back into our account, which was a payment on the Credit Card through them. The Chief was able to get the bank to fix this error and reapply the payment. Chief and Bill talked, and we are ready to close out the Columbia account. Greg moved to approve closing out the Columbia Bank account, it was seconded by Rick. All in favor, none opposed, and the motion was carried

New Business:

Seismic grant:

Chief is happy with the company we are going with; The company we are going with has done a ton of these, and they are also doing the Seismic grant for Seaside. They are very experienced, and they know what they are doing. They will keep it within the budget including the floor and roof tie-downs. Rick asked how we handle it from a budget standpoint. Chief stated when we start getting money in. It was a hard thing to budget because we don’t know the timeline. They must be done by end of Sept 2024. Motion to award – moved to approve by Dave and seconded by Greg.All were in favor, none opposed, and the motion carried.

Civil service-

We have four employees, and we are hiring 3 so we are needing to be sure we have civil service in place.

We have a civil service in place. It will be a three-year term staggered. The commission will adopt this, so we are just looking over it. We are just needing the resolution to create the civil service tonight. Greg made a motion. Dave seconded. Everyone agreed to move forward with the Civil Service.

Reports:

Chief’s Report:

Tied for record of being the single most busy month. #1 month for calls. Radio system movement to move forward with consolidation. The new Chief in Astoria wants to go ahead and move forward with that as well. The long-term goal is to merge the dispatch center with Medics in Warrenton. About 2 years out. Doing it all together. Police Chief in Astoria is taking this on now. The rescue says they can’t do Chasse is out 2 years. We had to pay for the engineering, but we were able to send it to cascade. Cascade has already secured the chasse. A water leak in the server room took out everything. Not all bad because we were going to replace it anyway, now insurance will help, and there will be a budget change with this happening. Our phone system is now updated along with our file storage. Now we have a cloud system. We will be covered and not lose any information now with getting the new network system. We did get a bigger Water heater to avoid this happening again. Jet Skis – Association voted to replace both jet skis. Moving forward with that. District with purchase the warranty. Sent brush truck out with 2 people, made more from the personnel. 18 applications for hiring. Got it down to 9 for the assessment center 6 of those applicants are in-house. All-day assessment center set up for Sat. Oct 1st,2022. Discussion on mobilization to California for the Chief. 2 board members were worried about the community’s perception, and the other board members did not have an issue with the Chief going. No decision was made at the end of the conversation. Ham dinner in the past the board has come and helped serve. Bob will not be attending but did say it is important for the board to be there. Letters went out late but did go out. September is already looking very busy, but we are doing good!

Division Chief’s Report:

Went out to Hagg Lake and met up with the Washington county sheriffs. Were able to operate the jet skis, awesome vehicles, sturdy and powerful. Jason is excited to get them in the ocean and start training with them when they show up

Arial-operated training has been awesome having people in the station. When they show up in the morning Jason asks what they want to work on for that day and they get it all set up and train on that throughout the day. It is awesome having volunteers wanting to work and be here working on different things. The volunteer firefighters have really been putting in the hours!

Chief and Shaunna coming from Seaside then we will have others on the scene 5 or 10 min before the duty officer. Building the “first 5 minutes of a fire can make or break the outcome of that fire” trying to get people to think about their actions and set that up the right way from the start and then when the duty officer arrives it is already a go in a good direction, and duty officer is not having to set everything up all over again. Feeling comfortable and confident in what they are doing. Running through a lot of scenarios-rope training, Major improvement from when Jason first started to current. Confidence is growing among the volunteers. Jason is happy with that.

**Board of Directors Reports:**

* ***Cerelli.*** Nothing to report.
* ***Gardner*.** Nothing to report.
* ***Herman.*** Nothing to report.
* ***Bell.*** Nothing to report.
* ***Public.*** Nothing.

Good of the Order/Public Comment:

Adjourn:

* Adjourned at **1930** hours (7:30 pm).
* Next Board meeting, October 10th,2022
* Minutes submitted by Karen Apple

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Bob Cerelli, President CBRFPD Date: