**NETARTS/OCEANSIDE RURAL FIRE PROTECTION DISTRICT**

**Board of Directors Minutes – November 8th, 2022**

**President Scott Campbell called to order the Board of Directors Meeting for November 9th at the Netarts Fire Hall 6:06. Board members present: Erin Rieger (Board Vice-President), Brent Collier (Board member), Steve Roan (Treasurer), Bruce Lovelin (Board member), and district administrative staff Chief Carpenter, Shawna Yost, and Jamie McCamman.**

**Consent Agenda:**

**Communications:**

**Resolutions: Resolution 2022-04 Disposal of Surplus Property, Shorelander Tandem Jet Ski Trailer,** was read into the minutes. **Bruce Lovelin made the motion to accept Resolution 2022-4 Disposal of Surplus Property; seconded by Steve Roan. M.C. 5-0**

**Minutes:**

1. All Board members reviewed the October minutes.No questions or concerns from the Board. **Erin Rieger made the motion to accept the October minutes as presented; seconded by Brent Collier. M.C. 5-0**

**Financial Reports**: Copies of the Profit and Loss vs. Budget statement for the 22/23 fiscal year were presented to the Board for review, along with the register for the month of November. Chief Carpenter and Administrative Assistant Shawna Yost stated line item 5515 Resident Volunteer Program funds are listed as -24.2% used of budget because the remaining funds from the OSFM Grant have not been returned. The correct fund numbers will reflect on next months statement. Also, line item 5613 Contract Services has a single transaction in the amount of approximately $6,700.00 incorrectly coded to it. The code error will be corrected shortly and reflect on next month’s financial statements. No further questions or comments from the board at this time, therefor, **Steve Roan made the motion to accept all financial reports as presented; seconded by Brent Collier M.C 5-0**

**Chief’s Report:**

1. Training has moved more indoors at this point. We are receiving a good percentage of volunteer participation.
2. We have a new cadet who will be doing her senior project on her experience with the department.
3. Chief will be doing an orientation with the Residents this coming Thursday.
4. The NOVFA has decided to make several purchases for the department. Those being the following…

-2 new pressure relief valves for 61-12 in the total amount of ~$2,600.00

-A new suction unit so as both stations will be equipped

-A full size CPR mannequin including airway in the amount of ~$4,000.00

-Splitting the cost of a commercial microwave with the District

The Board members asked Chief Carpenter to extend their appreciation and gratitude to the Volunteer Association for making such purchases for the department.

1. October calls: 12 QRT, 3 MVC, 1 MVC/PA, 1 FMA, 1 H20, 2 PA = 20 calls

Total annual calls for:

10/2022 = 213

10/2021 = 268

10/2020 = 277

10/2019 = 233

1. 61-94 is back in the shop for diagnostics and repairs in Portland. Ford Motors is now involved and is sending a representative to look at it.
2. Chief Carpenter attended the Fall Coastal Chiefs meeting on October 27th. A major topic of discussion was the need and process of receiving compensation for fire response to the State Parks.

**Unfinished Business:**

**New Business:**

1. The Auditor was on site yesterday approximately 3 hours to complete the 21-22 FY audit. We received an overall positive report with a few minor points. Those being the purchase of gift cards as X-mas gifts are not generally recommended and of the approximate 10 credit card statements pulled about 9 statements has 1-2 receipts missing.
2. The Board discussed their experiences and take-away from last weeks OFDDA Conference in Hood River. A major topic of discussion was Succession and Emergency Planning for primarily the Chief who is to retire in a couple of years. The Board discussed and requested daily, monthly, quarterly, annual procedures to be performed by the Chief be put into some sort of reference so as if and/or when the Chief is not or no longer in attendance. Chief Carpenter stated he has already begun and will continue to develop a duties and procedural reference.
3. The Board discussed options for what to do with the 1275 5th Street Loop property. Some ideas put on the table were…

-Training facility

-Water Rescue building

-Maintenance bay

-Boat bay

-Combination of any of the listed above

The above possibilities will be researched and re-presented back to the Board at a future board meeting.

**Training/Conferences/Seminars/Miscellaneous:**

1. **SDAO Conference – February 9-12, Sunriver**

**Bruce Loevelin made the motion to adjourn the meeting; seconded by Steve Roan. MC 5-0.** **Meeting adjourned 19:00.**

**Next Board Meeting:** ***Tuesday, December 13th, 2022***

Date/Attested**\_\_\_\_\_\_\_\_\_\_\_\_**

**minutes written by Shawna Yost**

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 **Scott Campbell (Board President) Erin Rieger (Board Vice-President)**