**NETARTS/OCEANSIDE RURAL FIRE PROTECTION DISTRICT**

**Board of Directors Minutes – March 14th, 2023**

**President Scott Campbell called to order the Board of Directors Meeting for March 14th at the Netarts Fire Hall 6:09. Board members present: Brent Collier (Board member), Steve Roan (Treasurer), Erin Rieger (Vice-President), Bruce Lovelin (Board member), and district administrative staff Chief Jamie McCamman and Shawna Yost. Chief Carpenter was absent due to illness.**

**Consent Agenda:**

**Communications:**

**Executive Session:** ORS 192.610 – To discuss future Fire Chief/replacement. The Executive Session was decided amongst all board members to be postponed until the next Board meeting when Fire Chief Tim Carpenter will be present to weigh in on the discussion. It was suggested by several Board members to start the next Board meeting at 5:30 to compensate for time while in Executive Session.

**Resolutions: Resolution 2023-01 Disposal of Surplus Property – 62-47 truck parts** was read into the minutes by President Scott Campbell. **Bruce Lovelin made the motion to adopt Resolution 2023-01 as read; seconded by Steve Roan. M.C. 5-0**

**Minutes:**

1. All Board members reviewed the February minutes.No questions or concerns from the Board. **Erin Rieger made the motion to accept the February 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 March and the call/drill reimbursement totals for February.

Treasurer Steve Roan stated he reviewed the US Bank checking account and all three LGIP accounts earlier in the day. Board member Brent Collier inquired as to why we budgeted $4,000.00 to radio equipment but only 21% of funds have been used. Administrative Assistant Shawna Yost read from the 2022-2023 Budget detail line 5701.3 Radio Equipment is for the purchasing of all new hand held mobile radios that have still to be purchased. Vice-President Erin Rieger pointed out a clerical error of funds spent to pay for the final payment of the LUCAS device were entered in the line below it, 5701.94 Large Tools & Equipment. The clerical error was noted and will be fixed. 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 Erin Rieger M.C 5-0**

**Chief’s Report:**

1. We currently have 3 members enrolled in the EMT program. Semester ends April 1st.
2. The EMR class is at 4 sessions in with Firefighters from Netarts-Oceanside, Tillamook Fire, and Bay City-Garibaldi Fire.
3. Firefighter/Mechanic Travis Ballard recently took a task force class.
4. Division Chief Jamie McCamman will be attending live fire training in Idaho Falls and a NW Leadership Conference. He just returned from the SDAO Conference in Sunriver.
5. The Volunteer Pancake Breakfast is March 25th.
6. Volunteer firefighter Paige Stahle and volunteer firefighter Luke Stahle attended winter fire school. Paige received extrication training and Luke took an ISO course.
7. The air packs were serviced last week, and all passed.
8. We recently had a couple bids on the Kawasaki Ski. We are asking $8,500.00 including trailer. We received one bid of $7,000.00 and another for $5,000.00. The board agreed to offer and accept the ski for $7,000.00.
9. The air trailer is experiencing an oil leak. It is unusable currently. It is believed replacing a coil will remedy it.
10. February Calls = 6 QRT, 1 MA, 4 FFA, 2 Other = 13 calls

Total for 2022 = 41

 2021 = 45

 2020 = 50

 2019 = 41

**Unfinished Business:**

1. The Board members discussed staff evaluations and raises. All Board members approved Chief Carpenter’s evaluation. Vice-President Erin Rieger recused herself amongst the discussion of raising Firefighter/Mechanic Travis Ballard’s salary by 5%. The discussion continued regarding salary raises for the remaining staff (Chief Carpenter, Chief McCamman, and Administrative Assistant Shawna Yost). Vice-President Erin Rieger remained in recusal and it was decided amongst the four board members to increase the salaries of Chief Carpenter, Chief McCamman, and Shawna Yost by 4% for the coming fiscal year. **Brent Collier made the motion to increase Firefighter/Mechanic Travis Ballard’s salary by 5% next fiscal year and Chief Carpenter, Division Chief Jamie McCamman, and Administrative Assistant Shawna Yost salaries by 4%; seconded by Steve Roan. M.C. 4-0**

**New Business:**

1. A Cash Carry Over statement was presented to the Board for review.
2. All board members decided to bench discussing budget items and the Resident evaluations until the next meeting when Chief Carpenter will be present.
3. A policy revision was presented to the Board regarding Policy – Personnel/General 20 Employee Participation in Political Activities. It was added that an employee be absent no more than 3 days a month if holding an elected position. **Bruce Lovelin moved to adopt the revision to Policy – Personnel/General 20 Employee Participation in Political Activities; seconded by Brent Collier. M.C. 5-0**

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

**Erin Rieger made the motion to adjourn the meeting; seconded by Steve Roan MC 5-0.** **Meeting adjourned 18:50**

**Next Board Meeting:** ***Tuesday, April 11th, 2023.***

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

**minutes written by Shawna Yost**

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