



Cannon Beach

Rural Fire Protection District

188 SUNSET BLVD · PO BOX 24 · CANNON BEACH OR 97110
(503) 436-2949 · EMERGENCY DIAL 9-1-1

Board of Directors
Regular Meeting September -21st, 2026, at 6:00PM
Fire Station Board Room
MINUTES

- **Call to Order**

- **Presiding:** Jeneé Pearce-Mushen – Call to order 6:00pm
- **Recording Secretary:** Karen Paino
- **Directors Present:** Heidi Dethloff, Jeneé Pearce-Mushen, Bob Cerelli, Rick Hudson(zoom), Dave Herman (arrived at 6:02)
- **Staff Present:** Marc Reckmann, Jason Smith, John Jerome, Karen Paino, Greg Munn

- **Approve Agenda – DAVE HERMAN WAS ABSENT FOR THIS MOTION, he arrived at 6:02pm**

- | | | |
|---------------------------------|----------------------------|---------------------|
| • Motion: Approve Agenda | | |
| Moved: Heidi Detloff | Second: Bob Cerelli | Approved 4-0 |

- Chief went over that the agenda layout and that it was set by past board president.
- No changes were requested. Chief asked Board members to let him know if they would like anything added or changed in the future.

- **Public Comments and Correspondence** – A letter from the Arch Cape Water and Sewer District was shared with the Board. A separate letter received from the State regarding the audit was also shared. See attached documents.
- Heidi Detloff reported that she had heard a request was made for the Chief to issue a statement regarding the dunes. No statement will be made regarding the matter.

- **Approve August 17th, meeting minutes –.**

- | | | |
|--|------------------------------|----------------------|
| • Motion: Approve August 17 th meeting minutes | | |
| Moved: Dave Herman | Second: Heidi Detloff | Approved: 5-0 |

- **Status Reports**

- **Finance** – Attachment A, Dave Herman asked why housing was so high, Chief said he is not sure he will investigate it. Chief thinks something was just allocated incorrectly, he will look and get back to everyone.
- Chief went over Mobilizations, some background information, so far this year Cannon Beach fire has sent out 3 taskforces and 1 strike team to 7 fires. 2 taskforces went to multiple fires. Strategies: All but one of these fires has been billed. Including the 1 yet to be billed, the total billed will be ~\$266,553.06. Payroll costs will be ~\$113,398.03; for a profit of ~\$153,115. In the past the board did not want the chief officers to go to California. Chief would like the board to reconsider that since we now have more staff and better communications of staffing. Just like in Oregon, Dep. Chief Smith and The Chief will not be gone at same time. If one of us goes out, the other is in district.

Recommendation: Allow The Fire Chief or The Deputy Chief to mobilize to California if called.

○ Motion: Allow The Fire Chief or The Deputy Chief to mobilize to California if called, will not be gone at same time. If one of us goes out, the other is in district.		
Moved: Dave Herman	Second: Bob Cerelli	Approved: 5-0

- **Call Response** – Attachment B
- **Projects** – Attachment C
- **Training** – D, Smith went over the training please see attachment, over 4500 hours of training to date. Student program will be full for the first time, starting tomorrow 9/22/2026.
- **Civil Service** – Attachment E

- **Business Items –**

- **Employee Handbook** -We have been working on Employee/volunteer handbook for over a year. Last month we asked for feedback.

Strategies: Based on feedback received, we reviewed with our HR consultant and made several changes. It is now back with the HR for another review and some clarifying questions.

Recommendation: Allow staff another month to finish handbook and bring back at next month's board meeting.

- Heidi Detloff asked about the use of AI and requested that we confirm the appropriate guidance with HR.

Staff Vehicle Update - Cannon Beach Fire maintains a fleet of staff vehicles. In 2022 the board adopted a replacement cycle; 10-year front line with chief staff, 2-3 years as 2nd line with captains/spare. 2-3 years as lifeguard. Fire Chiefs were replaced in 2023. Fire Marshal vehicles were due in 2026, have been received and

are being upfitted. Deputy chief vehicle was due to be replaced in 2029 but was destroyed in ocean in April and paid out by insurance.

Strategies: The Fire Marshal vehicle is being upfitted now to be completed by end of year. There are (2) 2016 Nissan Frontier pickups as Hillsboro for surplus that we would like to purchase, the same as the one we bought last year. One will replace the 2010 Tundra, and one will replace the destroyed pickup.

Recommendation: Purchase the (2) 2016 Nissan Frontier pickups. Surplus the 2010 Tundra. Give the 2007 Yukon to Hamlet, as part of the deal, they would sell their 2003 Expedition and give us the money from that sale.

Jenee Pearce-Mushen did ask how much each truck will cost, and Chief stated \$7000.00 and \$9000.00.

Everyone agreed “one in and one out” is what is needs to be. The board asked that this gets brought back next month for formal board review.

- **Future meeting agenda items** – Strategic plan follow up Jenee Pearce-Mushen wants to be sure it is on the schedule for the future.
- **Director’s Comments** –
 - Jeneé Pearce-Mushen (President) The Emergency Chef Competition was held on September 10 and went very well. Chief Shultz was the winner, and many members of the community attended. Thank you, Chief Reckmann, for helping with the food pantry.
 - Dave Herman (Vice President) -
 - Heidi Dethloff (Treasurer) – Shared information about the Howl-O-Ween Pet Costume Contest being held October 31 at 4:00 PM in The Driftwood parking lot.
 -
 - Rick Hudson (Board Seat) -
 - Bob Cerelli (Board Seat) – Went with Jason Smith to tour the new helicopter site. The site looks great. Jason Smith will be reaching out to LifeFlight to discuss the site further.
 -
- The ham dinner is scheduled for October 10th, and volunteers are encouraged to attend and assist with the event.
- The Chief informed the board that he will be unavailable for most of November and part of December due to family matters. During this period, he will be working from home as needed.

Motion: Adjourn CBRFD September 21st Board Meeting 6:54 PM		
Moved: Dave Herman	Second: Bob Cerelli	Approved: 5-0

X

Jeneé Pearce-Mushen
CBRFD Board President