



BOARD MEETING MINUTES – AUGUST 7TH, 2023

Board may go into Executive Session per ORS 192.660 as needed

General:

Date:	August 7th, 2023
Time:	18:00 hours (6:00 pm)
Location:	Cannon Beach Fire Station Board Room
Brought to Order Time:	18:01 (6:01 pm)
Adjourned Time:	19:56 (7:56pm)

Attendees:

<input checked="" type="checkbox"/> Bob Heymann (President)	<input checked="" type="checkbox"/> Dave Herman (VP)	<input checked="" type="checkbox"/> Dave Pietka (Member) Zoom
<input checked="" type="checkbox"/> Jason Smith (DC) Zoom	<input checked="" type="checkbox"/> Heidi Dethloff (Member)	<input checked="" type="checkbox"/> Marc Reckmann (Fire Chief)
<input checked="" type="checkbox"/> Karen Apple (minutes)	<input checked="" type="checkbox"/> Jeneé Pearce-Mushen (Treasurer)	<input checked="" type="checkbox"/> Bill Cotes (CPA) Zoom

Call to Order:

The Cannon Beach RFPD Board meeting for August 7th, 2023, was called to order at **1801** hours (**6:01 pm**) by Bob Heymann

Roll Call:

Board Members present: Bob Heymann, Dave Herman, Dave Pietka, Heidi Dethloff, Jeneé Pearce-Mushen

Changes to Agenda: None

Public Comment:

None

Approval of July 26th, 2023 Special Board meeting minutes – Dave P moved to accept July 26th minutes, Jeneé Pearce-Mushen seconded and all approved.

Treasurer's Report – The treasure's report was read and written by Bill Cote. Highlights are summarized below in Bill's Report.

Questions were asked about the US Bank loan and if we should pay it off, Chief will get answers that are a little clearer for everyone, and we can decide if we should go ahead and pay that off. There are penalties if paid off early. This was looked at one year ago and at the time it was not in our best interest to pay for that. We will revisit this and see if it would be better to pay off at this time.

Bill is going to redo the July statement to show the changes that were not made on his error.

Bills – None

Correspondence – None

Monthly review of board policies – Finance Policy, The Chief went over the updated policy. We are going to look at this and revisit.

Call Response

June, 2023 – Of the 61 calls counted 52, others were duty officer only or cancelled.

July, 2023 - Of the 95 calls counted 66, others were duty officer only or cancelled.

The Chief went over the 7-minute rule, so everyone could understand the call response. Bob reminded Chief of the 12 in rule for Arch Cape, standard of cover for AC.

***Please see attached reports for June and July.**

Civil Service commission – None

Old Business –

- Approval Of Ballot Title
- Consider Resolution 23-04 to put Levy on November Ballot.
- Explanatory statement

Dave P. Asked that we send the Ballot Title and Resolution and Explanatory statement to our attorney before we turn this over to the county. He would like to make sure we are ok with all the wording.

Dave P. Moved to approve the Ballot Title, Resolution 23-04, and Explanatory Statement. Jeneé seconded, all approved.

New Business –

- Board Communications – The Chief would like to move to go paperless and a program that would be online. It would be PDF files in the Cannon Beach fire documents under Board documents. This would all be secure and go through our devices, every board member would have a device provided to them. It would be a windows application. Share point would be the main program. The Chief, Jason and Karen would be putting everything in the files for the board to see. Dave P asked if this is a policy, the chief stated it is not a policy yet, but it could be. No one is thinking they need this to be a policy. This would be coming out of our communications budget which we have money for. Everyone is thinking this would be a good thing, The Chief is going to have this ready for everyone for the next board meeting on Sept. 11th, 2023. We are going paperless!

Reports –

- Chief Report – The Chief was not able to send this out in an email since he was away. He has a short report. Update on projects. Jason and the Chief will be going to the city council meeting tomorrow to go over the roads and how they cannot reach fires without them being cleared.
- Staffing we are hoping to be finished by mid Aug. We are offering it to 5 different people, they are going through the background etc. We are hoping to get even more part-time staff after the 5 starts.
- Fire Marshal we ended up with 7 applications, we will prob invite 3 back for assessment center. The Chief has lined up a house for our new Fire Marshal, the fire district will be leasing the house. Target start date is Jan 1, 2024

- Division Chief Report – Training was slow this month, the first meeting was canceled because it was followed by July 4th. Everyone was exhausted. This month surf rescue training was done along with the lifeguard being involved. This went very well. Great response and everything done in 11 min. 2nd drill night was rope rescue, this went well also.

Matt Thornhill just completed his EMT.

Shaunna and Levi also have gone through advanced EMT training they have the written part left of testing and then we will have 2 more Advanced EMT's.

Lifeguards have been super busy. We have had 3 on the beach would like 4. One day we had only 2. Last Saturday we had 5 on the beach. Things are going great. Next year we could be in a bad spot due to losing 3 or 4 lifeguards. We will need to be working on our lifeguard program moving forward.

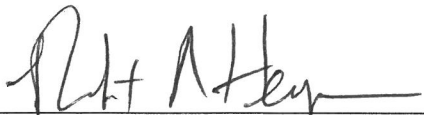
Board of Directors Reports-

- *Heymann -None*
- *Herman. - None*
- *Dethloff – Haystack heights doing a potluck, will hand out cert flyers.*
- *Pearce - Mushen – Cert teams we have flyers. Talked about the program.*
- *Pietka – Has any fire dept done a poll on levies? Saying Yes or No. Do we have a plan to put this in the Cannon Beach Gazette?*

Good of the Order/Public Comment:

Adjourn:

- **Dave P** motioned to adjourn which was seconded by **Heidi** Adjourned **19:56** hours (**7:56pm**).
- Next Board meeting, September 11th, 2023
- Minutes submitted by Karen Apple



Robert Heymann, President CBRFPD

9/12/2023
Date:

