

EAST COUNTY FIRE & RESCUE

Regular Board of Fire Commissioners Meeting

April 7, 2009

CALL TO ORDER:

The meeting was called to order by Chairman Gary Larson at 7:00 PM at Station 1-1.

The following were in attendance: John Clancy, Harry Goodnight, Gary Larson, Victor Rasmussen; Bob Jacobs; Kevin Bergstrom and Jeff Walton.

There was a Moment of Silence for Lynn "Penny" Dollar, a long-time Fire Commissioner from (formerly) Fire District #11 and (now) Clark County Fire & Rescue.

AGENDA ADJUSTMENTS:

Commissioner Larson sought adjustments to the agenda.
There were none.

CONSENT AGENDA:

- Approval of Minutes:
 - March 17, 2009 Local BVFF&ROs Meeting Minutes
 - March 17, 2009 Regular Board Meeting Minutes
- Approval of April 7, 2009 Financial Report
- Excuse Commissioner Cox

MOTION (by Rasmussen): To approve the Consent Agenda. SECONDED by Goodnight. Passed Unanimously.

OPEN TO THE PUBLIC:

There was no public comment.

CORRESPONDENCE:

Clark County Elections—2009 Primary & General Election Information. The County provided information on the upcoming Election Guidelines Booklet for the Primary and General Elections.

REPORTS OF OFFICERS:

Chief Koehler could not attend tonight's meeting, due to training, but provided this written report:

| <u>Total Calls</u> | | <u>Projected:</u> |
|---------------------------|----------------|--------------------------|
| FY2007 | 1.65 Calls/day | 605/year |
| FY2008 | 1.70 Calls/day | 623/year |
| | | |
| <u>FY2009</u> | | |
| 144 Calls | 1.48 Calls/day | 541/year |

Calls that have occurred since the last Regular Board Meeting:

- 12 EMS
- 4 Injury MVAs
- 1 Non-Injury MVA

- 2 Fire Alarms
- 2 Public Service
- 1 Burning Complaint
- 2 Mutual Aids--Washougal (Rehab Unit/Air Unit for Structure Fires)
- 1 Mutual Aid--Vancouver (Injury MVA)
- 1 Mutual Aid--Skamania County (Brush Fire)

Prepared for Annual Awards Banquet--Well Attended--Thanks to the Board for Sponsoring
 Shared Services Talks Continue
 Stand Shifts at Station 1-1 to Help Fill Duty Schedule
 Three Applicants Competing for Paramedic Assistance Program
 Station 1-5 About Ready for April 20th Start-up of 12-hour Ambulance
 Implemented Budget Freeze Until Tax Revenue Can Be Confirmed vs Planned Expenditures
 Actions Taken Based Upon Staffing Costs
 Starting Work on Health & Fitness Grant
 Potential Buyer for Used Tenders Found
 Attended Two County Fire Chief Meetings
 Attended Joint Law Enforcement/Fire Meeting to Discuss Interoperability
 Attended Camas Fire's Open House at Station 4-2
 Weekend Classes Scheduled for FY2009
 Preparations Being Made for Fire Fighter Olympics at Cape Horn Skye
 Preparations Being Made for Camas Health & Safety Fair
 Lightbar for New Staff Vehicle Being Shipped (after months of back order)
 Efforts Underway to Hardwire Plans/Finance Trailer for Computers/Printers
 Discussions with ESD 112 Regarding County-wide Summer Fire Academy

Assistant Chief Bob Jacobs reviewed his written report.

Assistant Chief Dean Thornberry could not attend tonight's meeting, due to training. No report was submitted.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Brad Baldwin, Volunteer Association Liaison, could not attend. Jeff Walton, Alternate Liaison, attended. No report(s) were provided.

MISCELLANEOUS REPORTS:

There were no miscellaneous reports.

FIRE DISTRICT BUSINESS:

Annual Awards Banquet. The Annual Awards Banquet went well this year. It was well attended. The Board was thanked for sponsoring this event.

Shared Services with Camas Fire & Rescue.

Interlocal for Five Shared Employees.

The City Council requested a signed Interlocal Agreement for their 2nd Meeting of March. In telephone contact with the Board—following the District's March 17th Regular Meeting and before the City Council's 2nd Meeting—the Board Members agreed to immediately sign the Interlocal Agreement to avoid a 30-day delay in getting this document executed by the City of Camas. The Board needs to retro-actively approve that Interlocal Agreement, tonight, to ratify the Board Members' signatures (obtained between meetings).

MOTION (by Larson): To approve the Interlocal Agreement with the City of Camas for 5 Shared Employees. SECONDED by Clancy. Passed Unanimously.

Temporary Hire of Full-Time Fire Fighter.

The Board discussed this concept at the March 17th Regular Meeting, supported the concept—in general, but took no specific action. The Chief feels that a Temporary Hire of a Full-Time Fire Fighter would assist the District in more predictable staffing of Station 1-1 until Camas gets its new employees through the Fire Academy and oriented as Paramedics and Ambulance partners.

MOTION (by Rasmussen): To approve the temporary hire of one full-time Fire Fighter position to assist with staffing until the shared Camas employees have completed training/orientation and can staff Fire District stations. SECONDED by Clancy. Passed Unanimously.

DRAFT Transitional Plan for Functional Consolidation.

The latest version of the DRAFT Transitional Plan for Function Consolidation with Camas Fire and Rescue has been sent to all ECFR personnel for review and comment. The Board is OK with this plan—so far.

Station 1-5 Opens April 20th with 12-hour Ambulance.

The Orchard Hills Station is tentatively scheduled to open at 7 AM on April 20th. One Paramedic Ambulance and a Fire Engine will be housed there. The crew will ‘jump’ from one rig to the other—as needed. Either apparatus will be available to respond with East County Fire & Rescue—depending upon the type of call. ECFR has completely virtually all of the preparation that we were responsible to do.

EMS Response Billing. There were no EMS Response billing issues discussed.

Debt Forgiveness.

“BR” recently passed away. Columbia Collectors will not follow-up, due to a lack of probable assets. Staff asks the Board to forgive six (6) EMS response charges.

MOTION (by Rasmussen): To forgive all charges related to the six EMS responses for “BR”. SECONDED by Clancy. Passed Unanimously.

“PS” is on Social Security and has no discretionary income. They have been an ECFR Tax Payer for 30 years. There is one EMS invoice pending.

MOTION (by Clancy): To forgive one EMS charge for “PS”. SECONDED by Goodnight. Passed Unanimously.

AFG Grant—Health & Wellness Award. A committee of interested Members is forming. A list of Vendors and equipment prices are being gathered.

Policies. Non-Exempt Employee Compensation. Staff asks the Board to adopt the updated policy on Employee Compensation to address changes in the way that Part-Time employees are being utilized for shift coverage—with the intent to better control Overtime costs.

MOTION (by Clancy): To adopt Policy 90.2.3, Non-Exempt Employee Compensation. SECONDED by Goodnight. Passed Unanimously.

Paramedic Training Program. Three Members have submitted applications for this year’s program. Chief Koehler is currently waiting for the applicant’s ‘Projects’ to be submitted for grading. Top scorers will move on to the Oral Boards. The Board will receive competitive rankings/results at the next Regular Board Meeting on April 21st.

Volunteer Reimbursement Increase. The First-Quarter Volunteer Reimbursement is coming due. This year's budget allows for an increase in that Volunteer Reimbursement. The original effort—for the FY2009 budget—was to double the reimbursement to \$10 per call or drill. Dramatic increases in recent Activity levels may result in doubled reimbursements exceeding the line-item budget for the year. Staff desires to increase the Volunteer Reimbursement—within budgetary limits—not to exceed \$10 per call or drill.

MOTION (by Clancy): To increase the Volunteer Reimbursement—within budget—to a maximum of \$10 per call or drill. SECONDED by Goodnight. Passed Unanimously.

5-Member Board Issue: Primary/General Election vs. Cost. Clark County has advised the District that placing this ballot issue on the Primary ballot will be substantially more expensive than placing it on the General Election. There was significant discussion about how to fill the 5th seat—if Voters approve the measure—if this issue passes at the last election of the year. The Chief will be directed to call the Fire District's Attorney to confirm how this Commissioner vacancy can be filled—if this measure is approved at the General Election.

MOTION (by Larson): To place the 5-Member Board issue on the General Election ballot and Rescind the Motion to place this same issue on the Primary Election. SECONDED by Clancy. Passed Unanimously.

Purchase Request: Computers. The District needs to place a computer at Station 1-5 and replace an old—and ailing unit—at Station 1-4. The purchase of these two computers was budgeted for this year. Total estimated cost of this purchase is \$2,290.

MOTION (by Clancy): To approve the purchase of two computers, as requested by Staff. SECONDED by Rasmussen. Passed Unanimously.

Office Enclosure at Station 1-4. As part of the proposed Functional Consolidation, some Administrative Staff will remain at Station 1-4. Some of the Board Members feel that office space should be enclosed to help keep confidential information and important conversations secure. It has been suggested that one or both of the current 'cubes' could be enclosed. A quick quote was obtained for building materials—for such a project—which totaled approximately \$927.

There was discussion about the requirements of the Building Code. The matter was TABLED until more research has been completed.

Surplus Water Tenders. The Board requested Staff to list one of the surplused Tenders on Ebay—with a minimum asking price of \$5,000. A Fire District in Wyoming is interested in purchasing the vehicle, does not like using E-bay, and has offered ECFR \$7,000 for the vehicle. Staff is seeking permission to sell the vehicle, outright, for \$7,000.

MOTION (by Goodnight): To sell the surplused Water Tender, outright, for a minimum bid of \$7,000. SECONDED by Clancy. Passed Unanimously.

Roving Location for May 19th Meeting. The quarterly 'roving' Board Meeting is scheduled to occur on May 19th. The Board desires to hold the meeting at Station 1-5.

Apparatus Renumbering. Due to Vancouver taking the numbers 1-19, ECFR must renumber our apparatus. We can either join Camas in the 40-series or go back to the 90-series. CRESA has time to enter this data into the CAD, now, with implementation of those numbers at a later date. If not done now, our numbers—likely—will not be changed until March 2010 (due to the

implementation timeline for the new CAD). After discussion, the Board desires to revisit this issue at the next Regular Board Meeting.

LOCAL BOARD FOR VOLUNTEER FIRE FIGHTERS & RESERVE OFFICERS

Chairman Gary Larson called the Local Board for VFF&ROs Meeting to order at 8:15 PM. There were no items of business to discuss. The Local Board for VFF&ROs Meeting was adjourned at 8:16 PM. The Minutes of the Local Board for VFF&ROs Meeting are filed separately.

ROUNDTABLE:

PDC Disclosure Form “F-1” is Due by April 15, 2009.

Station 1-6 Enclosure Project. Commissioner Larson is meeting with the Architect, this week, to review DRAFT plans.

Future Staffing of Camas Stations. Kevin Bergstrom discussed the future staffing levels at Station 4-2—and Station 1-1’s impact on those levels. The Board advised Kevin that the Fire District has no control over Camas’ staffing issues—suggesting that he discuss these issues with Chief Leon or the Mayor/Council.

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

The Board adjourned at 8:17 PM.

The next Regular Board Meeting is scheduled for April 21, 2009, 7 PM, Station 1-1.

Respectfully Submitted,

EAST COUNTY FIRE & RESCUE

by

John Clancy, Commissioner

Absent _____
Greg Cox, Commissioner

Harry Goodnight, Commissioner

Gary Larson, Chairman

Victor Rasmussen, Commissioner

ATTEST:

DISTRICT SEAL:

Robert Jacobs, Acting District Secretary