

EAST COUNTY FIRE & RESCUE

Regular Board of Fire Commissioners Meeting

June 15, 2010

CALL TO ORDER:

The meeting was called to order by Chairman Gary Larson at 7:00 PM at Station 91.

Commissioner Larson led the group in a flag salute.

The following were in attendance: Mike Berg, John Clancy, Jack Hooper, Gary Larson, Vic Rasmussen; Scott Koehler, Robert Jacobs, Dean Thornberry; Tamara Dinius; Nancy Hooper, Jeff Johnson, Janet Savoy and Jeff Walton.

AGENDA ADJUSTMENTS:

Commissioner Larson sought adjustments to the Agenda.

There were none.

CONSENT AGENDA:

1. Approval of June 1, 2010 Regular Board Meeting Minutes
2. Approval of June 1, 2010 Local BVFF&RO Meeting Minutes
3. Approval of June 15, 2010 Financial Report

MOTION (by Hooper): To approve items 1-3 from the Consent Agenda. SECONDED (by Clancy). Passed Unanimously.

OPEN TO THE PUBLIC:

There was no public comment.

CORRESPONDENCE:

NFPA—Annual Firefighter Fatality Report Reveals Sharp Drop in Number of Fatalities in 2009.

The National Fire Protection Association reported that, for the first time in three years, the number of on-the-job firefighter deaths in the US dropped below 100. The number one cause of on-duty firefighter fatalities was sudden cardiac death—underscoring the need for wellness-fitness programs and health screenings.

Chief Koehler thanked the Board for supporting a strong Safety Program, as well as supporting and funding the Fire District's share of the recent Health & Wellness Grant obtained from the AFG (Assistance to Fire Fighters Grant) Program.

CHIEF OFFICER REPORTS:

The following has occurred since the last Regular Board Meeting:

<u>Total Calls</u>		<u>Projected:</u>
FY2007	1.65 Calls/day	605/year
FY2008	1.70 Calls/day	623/year (+2.9% over 2007)
FY2009	1.79 Calls/day	655/year (+5.1% over 2008)

FY2010—YTD

252 Calls

1.51 Calls/day

554/year

Calls that have occurred since the last Regular Board Meeting:

15	EMS
1	Injury MVA
1	Non-Injury MVA
3	Public Service
2	Mistaken Alarms
2	Car Fire
2	House Fires (with CFD)

Picking-up more Camas and Washougal Calls via new CAD (closest unit response)

Preparing for Wildfire Season

Extending Summer Coverage Hours at Station 94 to 12 hours/day—July 1st to September 31st

Monitoring Budget for Anticipated Revenue following first tax payment (04/30/2010)

Closed Post Office Box 345—All Mail Now Comes to Station 91

CAD Switchover Quieting Down

Ongoing Planning/Preparation for this Fall's Hiring Process

Working on Disaster Plan Emergency Radio Plan for ECFR

Currently Updating Web Site

Working to Surplus 2 @ 35-foot Ladders

EST Stood by Relay for Life and Camtown Youth Festival events

ECFR will be responding into Skamania County Fire District #4's area more often

Gearing-up for Motocross National Races

Attended Board of County Commissioners Workshop on Residential Fire Sprinklers

Attended Meeting of Joint EOC (ECFR, Camas & Washougal)

Attended Type 3 IMT Team Meeting

Attended Monthly Staff Meeting

Participated in Telephonic Administrative Hearing

Met with Port of Camas-Washougal To Discuss Fire/EMS Protection at Grove Field

Held Strategic Planning—Group Session—Great participation from our Members

Washougal MX Nationals Coordination Meeting Planned for Wednesday

Met with Citizen Corps Regarding Grant Funding for CERT

Confirmed ECFR Attendance at District #5's Regional Fire Authority Meeting

Held Customer Service Class

“Live Fire” Training Event on Vernon Road was a good training opportunity

FF/EMT Matt Hazlett did a good job organizing the event

Drills: Strategic Planning Session, Emergency Communications—MAYDAY; Business Meeting

Assistant Chief Jacobs reviewed his written report.

Assistant Chief Thornberry reviewed his written report.

The Board thanked Administrative Specialist Linda Durrett for obtaining the DNR 50/50 grant—worth almost \$1,000 in firefighting foam—for the Fire District. They also acknowledged—and congratulated—Fire Fighter Brian Radke on successful accreditation as a Fire Fighter 1.

Finance/HR Manager Tammy Dinius reviewed her written report.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Jeff Walton, the Volunteer Fire Fighter's Association Liaison Alternate advised that there was nothing significant to report.

SAFETY REPORT:

Chief Jacobs reviewed a Report of Accident involving an injury that occurred during EMS training. The participants have been cautioned about conducting such drills without an adequate number of personnel available to safely execute such an operation. The accident will be reviewed by the Safety Committee at their next meeting.

CITIZEN LIAISON REPORT:

Citizen Liaison Martha Martin is out of town. No report was provided for Board review.

MISCELLANEOUS REPORTS:

There were no miscellaneous reports.

FIRE DISTRICT BUSINESS:

Strategic Planning. Chief Koehler provided the Board with the initial compilation of results from the Strategic Planning session. All of the ideas that were brain-stormed were documented in the various categories that were posted during the session (i.e. Administration, Apparatus, Communications, Equipment, etc). Those ideas that received votes (each participant had the opportunity to vote for five items that they thought were important for the Board to consider—the issue each Member felt strongest about received a ‘red’ dot, the other four votes were ‘yellow’ dots) were listed in priority order. This same information will be circulated throughout the Fire District to allow all Members (especially those who did not attend the session) to offer feedback.

The Chief will further review the results of the Strategic Planning Session and put this information into a Strategic Plan for Board consideration. The draft plan will be ready for Board review prior to development of the FY2011 budget.

The Board thanked the Chief, Staff and involved Members for their participation in the planning process. The Chief thanked the Board for having representatives present during the planning session.

Consider Policies:

Proof of Insurance for Technical Service Vendors: Commissioner Clancy provided an updated version of this policy—PPG #80.4.0—which had been suggested by our Insurance Carrier as a means to limit the Fire District’s liability. The Board had reviewed a similar document at their last Regular Board Meeting.

MOTION (by Clancy): To adopt Policy #80.4.0. SECONDED (by Hooper). Passed Unanimously.

Safety Awards/Rewards: Commissioner Clancy provided an updated version of this policy—PPG #20.0.2—which is required by the State Auditor to authorize use of taxpayer funds for such activities. The Board had reviewed a similar document at their last Regular Board Meeting.

MOTION (by Clancy): To adopt Policy #20.0.2. SECONDED (by Rasmussen). Passed Unanimously.

Resolution #123—06152010—Surplus Fire Service Ladders. Fire Fighter/EMT John Prash has done some research and believes that the Fire District can recoup a good amount of money by

selling the two 35-foot fire service ladders that were, recently, replaced by new 28-foot fire service ladders. This resolution allows the Fire District to advertise these ladders for sale.

MOTION (by Clancy): To adopt Resolution #123-06152010. SECONDED (by Hooper). Passed Unanimously.

The Board thanked FF/EMT John Prasch for his efforts regarding the sale of the surplus 35-foot fire service ladders.

Joint EOC Coverage. Chief Koehler advised that efforts are underway to try to set-up, train and staff the Joint EOC—shared by the City of Camas, the City of Washougal, and ECFR. There is a plan to staff the EOC with uninvolved personnel from the uninvolved entities. This could mean that ECFR utilizes staff (and bears the cost of coverage) to assist either/both cities when the incident does not involve the Fire District. The likelihood of this happening is—relatively—small. The cost of Line Staff—operating at a long-term emergency—would have a much more significant impact on ECFR’s budget than would staffing the EOC with Administrative personnel. Additionally, the EOC Volunteers could help offset ECFR’s direct costs.

The Chief asked the Board if they were—in general terms—OK with such a staffing arrangement. After some discussion, the Board is supportive. It will be important to have a strong Interlocal Agreement that specifies when ECFR would be involved—and would give ECFR an opportunity to withdraw from EOC staffing (i.e. after 24 hours) if there is no direct benefit to the Fire District.

MOTION (by Larson): To move forward with development of staffing plans for the Joint EOC—based on a strong Interlocal Agreement that protects the financial and operational interests of all involved parties. SECONDED (by Clancy). Passed Unanimously.

Bear Prairie Satellite Station. Commissioner Larson was advised by the Fire District’s Architect, that Clark County has issued a building permit for the storage building at the Bear Prairie Satellite Station. The District will have to obtain a Demolition Permit to remove the roof from the 3-bay carport on the north end of the existing barn. This will address the required set-back issues. The barn will be declared Ag Storage—under the conditions of the permit.

Commissioner Larson is working with the Architect to develop a Mechanical/Electrical proposal—which will have to go out for public bid. This proposal will be brought before the Board—in the next couple of weeks—for approval to publish. Construction of the new storage building could begin as early as August, providing that Clark County does not come-up with some other issue or concern that has not, yet, surfaced. The construction project should take less than 60 days to complete if the winning contractor goes straight to work.

Regarding the residential issues, the sheer wall in the carport has been completed, inspected and signed-off by the County. The propane stove in the Sewing Room will be removed and all duct-work sealed-off to eliminate the need for a County installation inspection. The bedroom window and kitchen skylight have been installed.

EMS Response Billing—Debt Forgiveness. There were no EMS billing issues to discuss.

Review of Chelan Conference. Commissioners Hooper and Larson discussed the topics that were covered at this year’s Chelan Conference. There was significant emphasis placed upon creating Fire District Response Objectives. Having Response Objectives are important in evaluating District performance, seeking impact fees, using Standards of Cover for Master Planning, etc. Such Response Objectives should be developed by the Fire District—or at least in cooperation with the Fire District—as opposed to the County developing standards without Fire

District input. Whatcom County tried to impose Response Objectives on local Fire Districts—regardless of those Districts’ ability to fulfill the County’s desired performance standards. North Whatcom Fire & Rescue has spent a significant amount of money (almost \$200,000) fighting the County’s proposed standards—standards which NWF&R cannot currently meet (nor could afford to meet even in the future).

It was suggested that ECFR should contact Clark County government to see if any performance standards currently exist—or are contemplated. Chief Koehler will start with the Clark County Fire Marshal’s Office.

LOCAL BOARD FOR VOLUNTEER FIRE FIGHTERS & RESERVE OFFICERS

Chairman Gary Larson called the Local Board for VFF&ROs Meeting to order at 7:56 PM. There were no items of business to discuss. The Local Board for VFF&ROs Meeting was adjourned at 7:57 PM. The Minutes of the Local Board for VFF&ROs Meeting are filed separately.

ROUND TABLE

ECAAB Meeting—June 17th—5:30 PM—Station 171
Regional Fire Authority Meeting—June 29th—7 PM—NWRTC
Admin Office Closed—July 5th—Observe July 4th Holiday

EXECUTIVE SESSION:

There was no Executive Session

ADJOURNMENT:

The meeting was adjourned at 7:58 PM.

The next Regular Board Meeting is scheduled for July 6, 2010, Station 91, 7 PM.

Respectfully Submitted,

EAST COUNTY FIRE & RESCUE

by

Gary Larson, Chairman

Jack Hooper, Vice-Chair

Mike Berg, Commissioner

John Clancy, Commissioner

Victor Rasmussen, Commissioner

ATTEST:

DISTRICT SEAL:

Scott Koehler, District Secretary