

EAST COUNTY FIRE & RESCUE

Regular Board of Fire Commissioners Meeting

May 4, 2010

CALL TO ORDER:

The meeting was called to order by Vice-Chairman Jack Hooper at 7:00 PM at Station 91.

Commissioner Hooper led the group in a flag salute.

The following were in attendance: Mike Berg, John Clancy, Jack Hooper, Vic Rasmussen; Scott Koehler, Robert Jacobs, Dean Thornberry; Tammy Dinius; Frank Billington, Nancy Hooper and Paula Knapp.

AGENDA ADJUSTMENTS:

Commissioner Hooper sought adjustments to the Agenda. There were none.

CONSENT AGENDA:

1. Approval of April 20, 2010 Regular Board Meeting Minutes
2. Approval of April 20, 2010 Local BVFF&RO Meeting Minutes
3. Approval of May 4, 2010 Financial Report
4. Excuse Commissioner Larson

MOTION (by Clancy): To approve items 1-4 from the Consent Agenda. SECONDED (by Rasmussen). Passed Unanimously.

OPEN TO THE PUBLIC:

There was no public comment.

CORRESPONDENCE:

Nisqually Valley News—New State Fire Marshal Announced. Charles M. Duffy has been appointed as the new Washington State Fire Marshal.

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)
<u>FY2010—YTD</u>		
165 Calls	1.33 Calls/day	485/year

Calls that have occurred since the last Regular Board Meeting:

- | | |
|----|-------------------|
| 11 | EMS |
| 3 | Injury MVAs |
| 1 | Burning Complaint |

Thank you for hosting the Annual Member Appreciation Breakfast
Finalized and Published Hiring Process Announcements/Position Descriptions
Working to Replace PIO—Candidate Will Be Brought to Board for Approval
Working to Obtain Radio Plan for Regional Interoperability
Continuing Evaluation for Moving All Admin Personnel to Station 91
Participated in Joint EOC Drill on Wednesday, April 28th
Working with Linda to Update Web Site
ECFR hosted and had visitors during National Take Your Kid to Work Day
Preparing for CAD Switchover
Participation is Good in Health & Wellness Program
Possible New Intern will be doing Ride Along on May 18th
Conducted Training for Regional Type 3 IMT—Planning Section
Taught at DNR’s Annual Type 3 IMT Training Event on April 27th
Conducted Annual Heat & Cold Injuries Class for EST
Conducted Monthly Drill for EOC Volunteers
Attended FEMA’s TTT Class for Planning Section Chiefs
Preparing for Instructor I Class
Delivered EVIP Class and Rodeo
 Had 29 Classroom Participants (4 Skamania Co FD #4, 12 ECFR, 13 Washougal Fire)
 Had 30 Rodeo Participants (4 Skamania Co FD #4, 6 Washougal, 20 ECFR)—Conducted 86 Tests
 Invoiced Outside Agencies for this training
Finalizing “Live Fire” Training Event on Vernon Road
Hosting ESD 112 Student Rider Interested in Medical Careers
Drills: OTEP—Airway Management, Annual EVIP Refresher

Commissioner Hooper thanked the Staff for preparing/providing such well-organized Board Meetings. He also thanked Tamara Dinius and Danette Beckwith for their role in organizing and delivering a nice Member Appreciation Breakfast.

Assistant Chief Jacobs reviewed his written report.

Assistant Chief Thornberry reviewed his written report.

Finance/HR Manager Tammy Dinius reviewed her written report.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

No Volunteer Fire Fighters Association representative was in attendance. No information or report was provided for review.

SAFETY REPORT:

Chief Jacobs reviewed the Fire Station Safety Inspection Program for the Board. The most recent inspections of Stations 91, 92 and 93 were provided for Board review.

CITIZEN LIAISON REPORT:

Citizen Liaison Martha Martin was unable to attend tonight’s Board Meeting. She provided a written report for Board review.

MISCELLANEOUS REPORTS:

There were no miscellaneous reports.

FIRE DISTRICT BUSINESS:

Citizen's Academy. Chief Koehler reported that only two citizens had signed-up to participate in the proposed Citizen's Academy—so, the eight-Thursday-night-sessions Academy was cancelled. Several comments were received suggesting that eight Summer sessions were not desirable to participants—rather one or two Saturdays (daytime) might be better. Chief Koehler will contact the Operations Chief to see if two Saturdays can be scheduled before we get too far into the Summer.

Bear Prairie Satellite Station. Construction of the shear wall has been completed for the carport—at the residence—at the Bear Prairie site. The bedroom window and kitchen skylight have, also, been repaired.

Adopt Resolution: Surplus Equipment. The Board has, previously, approved the surplus of some old equipment. Fire Fighter Billington has done an excellent job of preparing detailed lists of equipment for posting on the Internet. His lists are so detailed, in fact, it is hard to compare past (general) lists of surplused equipment—to the current lists. There is more equipment to surplus—and, to insure that all equipment and material is properly documented, Staff suggests that the Board adopt Resolution #122-05042010—which lists ALL recently surplused equipment in a standardized format. The thought process here is that it is not illegal to (twice) declare equipment as surplus—but it is absolutely illegal to NOT declare equipment surplus before it is sold.

MOTION (by Clancy): To adopt Resolution #122-05042010—declaring certain Fire District equipment as surplus. SECONDED (by Berg). Passed Unanimously.

Purchase Request: Lawn Mower. The riding lawn mower—which was donated (used) to the Fire District some years ago—has become unrepairable. Staff asks for permission to purchase a replacement mower for assignment to Station 96. The estimated cost of the new mower is \$1,513.69. The lawn tractor comes with a complimentary debris trailer as part of the package.

MOTION (by Clancy): To authorize Staff to purchase a new riding lawn mower for Station 96—for an estimated cost of \$1,513.69. SECONDED (by Rasmussen). Passed Unanimously.

Request by Station 91 Architect for Energy Savings Tax Credit. LCA Architects have contacted the Fire District seeking authorization to submit a letter to the IRS seeking the Fire District's Energy Tax Incentive for the energy-efficient design utilized at Station 91. The Federal government allows Architectural firms to claim the available tax credit—since government does not pay taxes.

The Board discussed the issues that they had with LCA: the initial design came-in way over the District's stated budget; the lack of coordination between LCA and the designers of the metal building—which resulted in the exposed tension cables inside the Report Room; and the high cost of re-drawing the building when we had to down-size, again, to stay within budget. There was no support from the Board to give LCA this tax credit. Chief Koehler will notify the Architects that the Fire District will NOT be signing-over the tax credit to LCA.

Strategic Planning. Chief Koehler noted that the Strategic Planning Workshop had been moved from 7 PM to 5:30 PM—to facilitate a longer meeting. The Board was asked if a light meal would be appropriate for the 5:30 PM start time. The Board was favorable to that idea—to insure that everyone who attends the Workshop gets something to eat—at a reasonable time—that evening.

Loss Control Visit. Dan Benson, a Loss Control Specialist hired by VFIS, will visit ECFR on Friday, May 21st as part of an ongoing effort to minimize insurance claims—company-wide. Mr. Benson will review the status of last year’s visit, will discuss some new issues of concern to the Industry, and will tour/inspect Station 91 and Station 93. Two Commissioners attended last year’s inspection—Chief Koehler asked if any Board Members desired to participate this year. Commissioner Clancy will repeat last year’s attendance. Commissioner Rasmussen will attend this year if Commissioner Larson is not available to repeat last year’s visit.

EMS Response Billing—Debt Forgiveness. There were no EMS billing issues to discuss. Commissioner Clancy asked when the EMS Billing Program would end. Finance/HR Manager Tamara Dinius estimated all account activity should end within 30-60 days.

LOCAL BOARD FOR VOLUNTEER FIRE FIGHTERS & RESERVE OFFICERS

Vice-Chairman Jack Hooper called the Local Board for VFF&ROs Meeting to order at 7:39 PM. There were two items of business to discuss: Authorize the State Board to make payment on two Invoice Vouchers for an accident that occurred on December 21, 2009. The Local Board granted payment authorization for the two invoice vouchers. The Local Board for VFF&ROs Meeting was adjourned at 7:40 PM. The Minutes of the Local Board for VFF&ROs Meeting are filed separately.

ROUND TABLE

Strategic Planning Session for Board & Administrative Staff—Monday, May 17th, 5:30 PM,
Station 91

Volunteer’s Association Poker Night (Fund Raiser)—Sunday, May 23rd, 3:30 PM, Camas
Moose Lodge

EXECUTIVE SESSION:

There was no Executive Session

ADJOURNMENT:

The meeting was adjourned at 7:41 PM.

The next Regular Board Meeting is scheduled for May 18, 2010, Station 94, 7 PM.

Respectfully Submitted,

EAST COUNTY FIRE & RESCUE

by

Absent _____
Gary Larson, Chairman

Jack Hooper, Vice-Chair

Mike Berg, Commissioner

John Clancy, Commissioner

Victor Rasmussen, Commissioner

ATTEST:

DISTRICT SEAL:

Scott Koehler, District Secretary