

EAST COUNTY FIRE & RESCUE

Regular Board of Fire Commissioners Meeting

May 5, 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, Greg Cox, Harry Goodnight, Gary Larson, Victor Rasmussen; Scott Koehler, Bob Jacobs; Brad Baldwin, Kevin Bergstrom, Mike Carnes, Trevor Evers, Leo Leon and John Roth.

AGENDA ADJUSTMENTS:

Commissioner Larson sought adjustments to the agenda.

There were none.

CONSENT AGENDA:

- ◆ Approval of Minutes:
 - April 21, 2009 Regular Board Meeting Minutes
 - April 21, 2009 Local BVFF&RO Meeting Minutes
- ◆ Approval of May 5, 2009 Financial Report

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

WASHOUGAL WATER TOWER:

Trevor Evers, Public Works Director for the City of Washougal and John Roth, Water-Waste Water Manager, discussed the two water tanks that the City plans to build on property immediately north of Station 1-4. Efforts are underway, now, with Clark County Community Development, to obtain permits to allow construction of the first tank—a 30-foot tall, 1 million gallon vessel. The two tanks will sit on the south end of the City's property—which is located on the NW corner of SE 352nd Avenue and SE 16th Street. The Board was provided with drawings and illustrations of the project.

Mr. Evers stated that Clark County has urged the City of Washougal to talk with the Fire District about access to these water tanks via SE 16th Street. This street is a private roadway—that sits on the north end of the Station 1-4 property. If the Fire District allows the City to access the tanks, via SE 16th Street, the City does not have to run a road/path from their current driveway all the way across their property to reach the tanks. The County will not allow the City to put a roadway from their property (near the tanks)—directly onto SE 352nd Avenue—due to site distance issues.

In exchange for access onto SE 16th Street, the City is offering to chip seal SE 16th Street from SE 352nd Avenue to the gated access to the tanks. Additionally, the City will allow the Fire District to access the 1-million gallons of water for fire suppression incidents and drill/practice events. The DOE will require the City to meter the water—to track usage—but the City is not interested in charging the Fire District for water that is taken. Water may be available, for purchase, for use at Station 1-4—for domestic consumption.

Upon questioning, Mr. Evers stated that the City has 'jumped' through all County 'hoops' while pursuing a construction permit for these tanks. In fact, Mr. Evers noted that the County feels that

these tanks are low impact—and may not require a lot of public process. Mr. Evers also noted that the City made contact with many of the neighbors—some months ago—when they began the application process for these tanks. At that time, one-on-one contact found that while none of the neighbors were ‘excited’ about having these water tanks ‘next door’, none were overtly angry about the project.

Chief Koehler noted that rapid access to 1-million gallons of water would be a good thing for the residents of the Fire District. Access to a source of high quality domestic water for Station 1-4 would be a plus. The Chief also noted that the Washougal Water Department has always supported the Fire District’s need for water—without any of the political problems found with the Mayor and/or City Fire Department.

Commissioners Clancy & Cox reminded Mr. Evers that Station 1-4’s neighbors were strongly against the placement of the water tanks on Fire District property, when this issue was broached a couple of years ago. Clancy and Cox felt it important that the Fire District contact the neighbors for input. Chief Koehler will send letters to neighbors immediately surrounding Station 1-4. The Chief will report back at the May 19th Regular Board Meeting.

Mr. Evers and Mr. Roth thanked the Board for their time, then left the meeting.

BID OPENING—SURPLUS WATER TENDER:

The public notice for the sale of this vehicle was published twice—over a two week period—in the *Camas-Washougal Post Record*. One sealed bid was received.

Chairman Larson opened the bid from Worland (Wyoming) Fire Protection District #1. Their bid was \$7,000.

MOTION (by Clancy): To sell the surplused water tender to the Worland Fire Protection District for \$7,000. SECONDED by Cox. Passed Unanimously.

OPEN TO THE PUBLIC:

There was no public comment.

CORRESPONDENCE:

CRESA—MDT Access Changes and Charges. CRESA will be changing the way that MDTs are supported—for data delivery—when the new CAD is implemented in March 2010. Private providers will be used—instead of the current system of infrastructure which is owned by CRESA. The advantage of this change is that private industry updates their infrastructure more often—and at less cost to the individual end user—than CRESA can do. The down-side is that user rates will increase above current rates. ECFR currently has one MDT—and will see its annual cost of operation climb to an estimated \$1,067.88.

REPORTS OF OFFICERS:

Chief Koehler worked as the Plans Chief for the Type 4 IMT at Clark County Public Health today. Public Health ran out of Plans Chiefs after operating non-stop for the last 14 days. To that end, there is no written report available tonight. However, the Chief reported that in-house preparation for a possible Swine Flu event has kept him—and other Staff Members—busy for the last week or so.

Assistant Chief Bob Jacobs reviewed his written report.

Assistant Chief Dean Thornberry did not attend tonight's meeting. He has been teaching a Wildfire class—and got home late—where he is currently eating dinner. Chief Koehler provided a verbal report from Chief Thornberry on the status of the District's Preventative Maintenance Program. This year's semi-annual PMs have been completed on all District apparatus. This is the first time—since the inception of the PM Program—that no major costs were incurred during the inspections/repairs. Only minor issues (a ball valve, some lights, etc) needed attention. Thus, it appears, that the PM Program is working: more reliable apparatus with less down-time and less maintenance cost—resulting in better service *and* cost savings to the Fire District and its Customers.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Brad Baldwin, Volunteer Association Liaison, reported that Volunteers from East County Fire & Rescue participated in the national Baskin & Robbins 31-cent per Scoop event—at the B&R store on Mill Plain east of I-205. Captain Baldwin reported that this was a good public relations event. He thanked the District for allowing the Volunteers to take an Engine to this public awareness opportunity. Kids toured the Engine, got fire hats and badges, and adults asked *lots* of questions about the Fire District and fire/EMS issues.

MISCELLANEOUS REPORTS:

There were no miscellaneous reports.

FIRE DISTRICT BUSINESS:

Shared Services with Camas Fire & Rescue. Chief Leon thanked East County Fire for responding to Monday morning's fire at the bowling alley (NE 3rd and Shepherd Road). He appreciated both those units that responded—and—those that stood-by stations for coverage. Camas Battalion Chiefs have been added to ECFR Run Cards for Structure Fires. It appears that Camas can start staffing Station 1-1, again, only in the evenings—after May 18th (until all new personnel are trained and ready to operate independently—about August or September—then 24 hours per day).

A sub-committee of Elected Officials and Staff (Commissioner Larson and Chief Koehler from ECFR. Councilman Anderson and Chief Leon from Camas) have met and discussed the proposed Org Chart. A finalized version has been approved by that sub-committee. The Org Chart has correctly illustrated the position and role of Assistant Chief Jacobs and the Volunteers. Training and Operations have been separated and are now staffed with Assistant Chiefs. Staff have been assigned to better support the Training Division.

The next Functional Consolidation/Fire Authority Meeting is scheduled for May 14th. There was discussion about whether to include Clark County FD #3, Washougal Fire & Rescue, and Skamania County FD #4 in these discussions. Chief Koehler noted that they can be included—via reference to the RCWs—when the Fire Authority Plan addresses future annexations to the Fire Authority. It was felt that adding more players to the Functional Consolidation/Fire Authority talks, now, would just bog-down those efforts.

EMS Response Billing.

Debt Forgiveness.

“CW” utilized EMS response once and owes the Fire District \$413. They are on a ‘fixed-income’ and have no discretionary income (confirmed via documentation submitted to the District by “CW”). They have been tax payers in the Fire District for 60 years. They ask the Board to forgive all EMS response charges.

**MOTION (by Rasmussen): To forgive all charges related to EMS response for “CW”.
SECONDED by Clancy. Passed Unanimously.**

“MH” utilized EMS response once and owes the Fire District \$413. They have lost at least one job—due to the economy—and feel they can not afford to pay the Fire District (based upon a sizeable house payment, car payment, etc). They ask the Board to forgive all EMS response charges.

**MOTION (by Clancy): To forgive all charges related to EMS response for “MH”.
SECONDED by Rasmussen. Passed with a Majority—Commissioner Cox voting “No”.**

Bear Prairie Satellite Station. Commissioners Larson and Rasmussen and Assistant Chief Thornberry met with the Architects to review updated/expanded drawings of this project. Efforts are underway to have this package ready to go to bid in June.

The Fire District has agreed to pay any sub-contractors (Structural Engineer, etc) directly—rather than run such invoices through the Architect. This will save the Architect time and will save the Fire District money. This process IS legal and meets the requirements of our Small Works Roster.

Additionally, the County has notified the Fire District that the enclosure of the attached garage (on the house) and the construction of the car port (attached to the house) were not ‘permitted’ by the previous owner. The District must provide Clark County Community Development with ‘as built’ drawings of those two projects.

5-Member Board Issue: Primary/General Election vs. Cost. Clark County Elections has confirmed the receipt of the Resolution placing this issue on the General Election—and—removing this same issue from the Primary Election.

Adopt Policies:

30.2—Continuity of Governance and H1N1 Swine Flu Operational Plan. On the advice of the Clark County Public Health Department, a Continuity of Governance Plan was drafted. It provides for ongoing operation of the Fire District if Elected Officials and/or Staff become ill. It also allows daily operations to continue—in the absence of a quorum of the Board—should Elected Officials be unavailable, incapacitated or dead. State Law allows for operation of the Fire District in such emergencies—this plan just specifies roles and responsibilities. By adopting this plan—the Board acknowledges that (during times of significant emergency) the District will take whatever steps seem appropriate to deal with pressing/dangerous issues in a timely manner. In such situations, Board permission for actions, implementation/suspension of policies, purchases that exceed levels of purchase authority, emergency hiring of staff, etc. will be sought retroactively.

Additionally, an operational plan—for dealing with the Swine Flu and its potential progression to a pandemic—is documented to guide Agency Members.

MOTION (by Clancy): To adopt Policy # 30.2. SECONDED by Cox. Passed Unanimously.

90.2.3—Non-Exempt Employee Compensation. The Board recently updated this policy to clear-up some Staff concerns about when to pay overtime. Questions developed—with that update—about one phrase in the policy. Staff has eliminated that phrase and added very specific language about when Non-Exempt Employees are eligible for overtime.

MOTION (by Clancy): To adopt Policy #90.2.3. SECONDED by Rasmussen. Passed Unanimously.

Purchase Request: New Turnouts. Assistant Chief Thornberry needs new turnouts and a new fire helmet. The turnouts have been used 'hard' over the last 5 years, and the helmet melted in a recent 'live-fire' event. The estimated cost of replacement is \$1,700.

MOTION (by Rasmussen): To authorize the purchase of one set of new turnouts and a new fire helmet for AC Thornberry—with an approximate cost of \$1,700. SECONDED by Clancy. Passed Unanimously.

Open House at Station 1-1. Chief Koehler advised that the annual MotoCross Nationals is the same weekend (July 25 & 26th) as Camas Days. The Camas Pilot's Association has asked if the Fire District is interested in doing a joint event (Fire Station Open House & Airport Open House) that same weekend. The Chief will poll the troops to see if there is enough support to make these two events happen at the same time.

LOCAL BOARD FOR VOLUNTEER FIRE FIGHTERS & RESERVE OFFICERS

Chairman Gary Larson called the Local Board for VFF&ROs Meeting to order at 7:25 PM. There were no items of business to discuss. The Local Board for VFF&ROs Meeting was adjourned at 7:26 PM. The Minutes of the Local Board for VFF&ROs Meeting are filed separately.

ROUNDTABLE:

Document Shredding, Monday, May 18th, Station 1-4, AM
May 14th Fire Authority Meeting, 6 PM, Station 4-2
May 19th Regular Board Meeting Will Be Held At Station 1-5

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

The Board adjourned at 8:28 PM.

The next Regular Board Meeting is scheduled for May 19, 2009, 7 PM, Station 1-5.

Respectfully Submitted,

EAST COUNTY FIRE & RESCUE

by

John Clancy, Commissioner

Greg Cox, Commissioner

Harry Goodnight, Commissioner

Gary Larson, Chairman

Victor Rasmussen, Commissioner

ATTEST:

DISTRICT SEAL:

Scott Koehler, District Secretary