

# **EAST COUNTY FIRE & RESCUE**

## **REGULAR BOARD OF FIRE COMMISSIONERS MEETING**

**March 1, 2022**

**Station 91**

**6:30 PM**

## **AGENDA**

**\*Held virtually due to COVID-19\***

**Dial 1-253-215-8782; Meeting ID 847 8792 6077 Passcode 351507**

### **CALL TO ORDER:**

Flag Salute

### **AGENDA ADJUSTMENTS:**

### **CONSENT AGENDA:**

1. Approval of February 15, 2022 Regular Board Meeting Minutes.
2. Approval of February 15, 2022 Local BVFF Meeting Minutes.
3. Approval of Financial Transactions.
4. Excuse Absent Commissioner(s):

### **OPEN TO PUBLIC:**

### **CORRESPONDENCE:**

### **STAFF REPORT:**

Chief Carnes

Assistant Chief Jacobs

### **VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

### **SAFETY REPORT:**

---

**This Meeting is Being Recorded.**

**Please Silence or Turn-Off Your Personal Cell Phones, Pagers, etc.**

Page # 1 of 2

**FIRE DISTRICT BUSINESS:**

- Regional Disaster Preparedness status (RPDO)
- Staffing Issues
- Parking Lot Issues

**COMMITTEE MEETINGS:**

- Communication with Neighboring Elected Officials
  - Camas – TBA
  - City of Washougal –TBA
  - Risk Group – TBA
  - Safety Committee Representative – February 24, 2022, Station 91 at 7:30 PM
  - Revenue Exploratory Committee – TBA
  - ECAAB – TBA

**COMMISSIONER COMMENTS:**

**OPEN TO PUBLIC:**

**LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:**

**ROUND TABLE:**

Monthly Event Calendar.

Strategic Planning Meeting March 2, 2022, 3:00 PM

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

Next Regular Board Meeting: March 15, 2022 Station 91 at 6:30 PM.



**EAST COUNTY FIRE & RESCUE  
 CONSENT AGENDA  
 March 01, 2022**

1. Minutes –

- February 15, 2022 Regular Board Meeting
- February 15, 2022 Local BVFF Meeting

2. Invoices

- \$35,591.38
  - i. Check Nos. 14150-14161 dated February 23, 2022

3. Approved Commissioner Stipends March 10th Pay Date

Name	For the Period February 16 – February 28					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Hofmaster	0	1	0	0	0	1
Martin	0	0	0	0	0	0
Petty	0	0	0	0	0	0
Seeds	0	0	0	0	0	0
Taggart	0	0	0	0	0	0

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's

- \$67,197.75 (Payroll)

\_\_\_\_\_  
 Commissioner Martha Martin – Chair

\_\_\_\_\_  
 Commissioner Mike Taggart – Vice Chair

\_\_\_\_\_  
 Commissioner Joshua Seeds

\_\_\_\_\_  
 Commissioner Sherry Petty

\_\_\_\_\_  
 Commissioner Steve Hofmaster

***EAST COUNTY FIRE & RESCUE***  
***REGULAR BOARD OF FIRE COMMISSIONERS MEETING***

February 15, 2022

Station 91

6:30 PM

**Draft Minutes**

**ATTENDANCE:**

Martha Martin  
Sherry Petty  
Debbie Macias

Mike Taggart  
Steve Hofmaster  
Station 91 Duty Crew

Joshua Seeds  
Chief Carnes  
Station 94 Duty Crew

**CALL TO ORDER:**

Chairperson Martha Martin called the meeting to order at 18:33 via Zoom Meeting.  
Chairperson Martha Martin led the Flag salute.

**AGENDA ADJUSTMENTS:**

None

**CONSENT AGENDA:**

Approval of February 1, 2022 Regular Board Meeting Minutes.  
Approval of February 1, 2022 Local BVFF&RO Meeting Minutes.  
Approval of February 2, 2022 Strategic Planning Meeting Minutes.  
Approval of Financial Transactions.  
Excuse Absent Commissioner(s):

**Motion by Commissioner Seeds to approve** the consent agenda with changing the stipend reporting to reflect attendance for special meeting not committee meeting, **seconded by Commissioner Taggart.**  
**Motion passed unanimously.**

**OPEN TO PUBLIC:**

No Comments

**CORRESPONDENCE:**

None

**STAFF REPORT:**

Chief Carnes read his report; a copy is in the packet.

Assistant Chief Jacobs gave his report as follows:

DOC training postponed until allowed by state mandate guidelines.

The new squad assembly progressing nicely: completion is delayed because we are waiting on delivery of electrical parts and GPS antenna for MDC.

January EST/Tender training was held on January 27, 2022 at Station 93 at 7 PM.

February EST/Tender training will be on February 21, 2022 at Station 93 at 7 PM.

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

Nothing new to report.

**SAFETY REPORT:**

- Last Safety Committee meeting held on December 8, 2021.
- Next Safety Committee meeting will be on February 24, 2022 at Station 91 at 7:30 PM.
- No reported accidents/incidents since the last board meeting.

**FIRE DISTRICT BUSINESS:**

**Approve Policy**

00.1.2 Compensation for Commissioners

**Motion by Commissioner Taggart to approve, #00.1.2 Compensation for Commissioners with the amendment of omitting #5 on the policy, seconded by Commissioner Seeds. Motion passed unanimously.**

**Approve Policy**

00.1.3 Commissioner Conduct Policy

**Motion by Commissioner Taggart to approve, #00.1.3 Commissioner Conduct Policy, seconded by Commissioner Hofmaster. Motion passed unanimously.**

**Approve Collective Bargaining Agreement**

2022 Collective Bargaining Agreement

**Motion by Commissioner Seeds to approve, 2022 Collective Bargaining Agreement, seconded by Commissioner Taggart. Motion passed unanimously.**

**Resolution #298-02152022 Surplus Equipment**

The Purpose of this resolution is to surplus equipment-(MSA thermal imaging camera, Hurst power unit, Hurst spreader, Hurst ram, Hurst cutter and Karcher pressure washer) -See Attachment A.

**Motion by Commissioner Petty to approve Resolution #298-02152022 to Surplus Equipment-(MSA thermal imaging camera, Hurst power unit, Hurst spreader, Hurst ram, Hurst cutter and Karcher pressure washer)-See Attachment A, seconded by Commissioner Taggart. Motion passed unanimously**

**COMMITTEE MEETINGS:**

**Communication with Neighboring Elected Officials**

City of Camas – TBA

City of Washougal –TBA

**Risk Group**

TBA

**Safety Committee Representative**

Revenue Exploratory Committee  
TBA

ECAAB  
TBA

**COMMISSIONER COMMENTS:**

Commissioner Petty asked if we have always purchased physical fitness sweats for the staff. Chief Carnes responded by saying yes if they ask because it is part of their uniform.

**OPEN TO PUBLIC:**

Chief Carnes thanked Commissioner Taggart for his help in downloading information he needs to complete the RDPO Regional Fire Risk Assessment.

**LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:**

No New Business.

**ROUND TABLE:**

Monthly Event Calendar.

Strategic Planning Workshop Meeting: March 2, 2022, 3:00 PM via Zoom.

**ADJOURNMENT:**

Next Regular Board Meeting: March 1, 2022 Station 91, 6:30 PM via Zoom.

**Motion by Commissioner Taggart to adjourn at 19:07 hours, seconded by Commissioner Hofmaster.  
Motion passed unanimously.**

\_\_\_\_\_  
Martha Martin, Chairperson

\_\_\_\_\_  
Joshua Seeds, Vice Chair

\_\_\_\_\_  
Sherry Petty, Commissioner

\_\_\_\_\_  
Steve Hofmaster, Commissioner

\_\_\_\_\_  
Michael Taggart, Commissioner

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Debbie Macias, District Secretary

# EAST COUNTY FIRE & RESCUE

## Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes  
February 15, 2022

### CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 19:06 at Station 91.

The following were in attendance:

Martha Martin  
Steve Hofmaster  
Debbie Macias

Mike Taggart  
Sherry Petty  
Station 91 Duty Crew

Joshua Seeds  
Mike Carnes  
Station 94 Duty Crew

### BUSINESS:

No new business.

### ADJOURNMENT:

The Local Board adjourned at 19:06.

Respectfully Submitted,

---

**Mike Taggart**, Commissioner,  
Sherry Petty, Alternate

---

**Joel VanNess**, FF's Assoc. Liaison  
Tad Crum, Alternate

---

**Bob Jacobs**, Chief is Rep.  
Mike Carnes, Alternate

---

**Martha Martin**, Chairperson  
Joshua Seeds, Alternate

---

**Debbie Macias**, District Secretary  
Mike Carnes, Alternate

**DISTRICT SEAL:**

# CHECK REGISTER

East County Fire & Rescue

Time: 16:06:07 Date: 02/23/2022

02/16/2022 To: 02/28/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
184	02/23/2022	Claims	6291	14150	CLARK PUBLIC UTILITIES	<b>508.31</b>	Account # 7200-239-7 Station 91 Electric Billing Cycle 01/08/2022-02/08-2022
					001 - 522 50 43 091 - Electrical Service (St 91)	508.31	Station 91 Electric Billing Cycle 01/08/2022-02/08-2022
185	02/23/2022	Claims	6291	14151	DAILY DISPATCH	<b>280.00</b>	Invoice #002317
					001 - 522 20 42 000 - Advertising	280.00	Advertising for Fire Chief - closes 3/25/2022
186	02/23/2022	Claims	6291	14152	KONICA MINOLTA BUSINESS SOLUTIONS USA IN	<b>56.74</b>	Invoice # 277918508
					001 - 522 10 40 002 - Copier Mtce	56.74	Station 91 Copier Maintenance Fee
187	02/23/2022	Claims	6291	14153	LN CURTIS & SONS	<b>119.32</b>	Invoice #INV569535
					001 - 522 20 32 002 - Equipment	119.32	27' Ratchet strap 3300lb rated to replace out of service strap
188	02/23/2022	Claims	6291	14154	MUNICIPAL EMERGENCY SERVICES	<b>8,417.56</b>	Invoice # IN 1674246
					001 - 522 20 32 002 - Equipment	8,417.56	QTY (12) Seek Firepro X Tic - Replaced outdated/broken TIC.
189	02/23/2022	Claims	6291	14155	NI GOVERNMENT SERVICES, INC	<b>30.28</b>	Invoice # 22012952081
					001 - 522 20 41 001 - Satellite Phone	30.28	January 2022 Billing Cycle
190	02/23/2022	Claims	6291	14156	SPRINGBROOK SOFTWARE	<b>1,600.00</b>	Invoice # 3567 and Invoice # 3568 SNUG 2022 Conference Registration Springbrook Training - Entire Conference -P. Jensen and D. Macias
					001 - 522 10 49 000 - Admin Tuition/Registration	1,600.00	SNUG 2022 Conference Registration Springbrook Training - Entire Conference -P. Jensen and D. Macias
191	02/23/2022	Claims	6291	14157	WASHOUGAL HARDWARE	<b>73.30</b>	Account 500331 Statement for 01.2022
					001 - 522 20 34 000 - Bldg Supplies/Facility Misc	45.46	Paint supplies for Station 94 upkeep
					001 - 522 20 34 000 - Bldg Supplies/Facility Misc	27.84	Ball valve to repair Station 94 Bay Hose
192	02/23/2022	Payroll	6291	14158	NICHOLSON & ASSOCIATES INSURANCE, LLC	<b>2,304.00</b>	Pay Cycle(s) 02/25/2022 To 02/25/2022 - Disability - Admin Invoice # 28797 and 28796
					001 - 522 10 26 001 - Admin Disability	768.00	
					001 - 522 10 26 001 - Admin Disability	768.00	
					001 - 522 10 26 001 - Admin Disability	768.00	
193	02/23/2022	Payroll	6291	14159	OPEIU Local 11	<b>59.90</b>	Pay Cycle(s) 02/25/2022 To 02/25/2022 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	29.95	
					001 - 589 99 99 000 - Payroll Clearing	29.95	
194	02/23/2022	Payroll	6291	14160	TRUSTEED PLANS SERVICE CORPORATION	<b>930.54</b>	Pay Cycle(s) 02/10/2022 To 02/25/2022 - Disability - FF
					001 - 522 20 26 001 - FF Disability	90.05	
					001 - 522 20 26 001 - FF Disability	103.20	
					001 - 522 20 26 001 - FF Disability	65.63	
					001 - 522 20 26 001 - FF Disability	85.66	
					001 - 522 20 26 001 - FF Disability	111.96	
					001 - 522 20 26 001 - FF Disability	94.44	
					001 - 522 20 26 001 - FF Disability	83.15	
					001 - 522 20 26 001 - FF Disability	111.96	
					001 - 522 20 26 001 - FF Disability	94.44	



**CHECK REGISTER**

East County Fire & Rescue

Time: 09:23:01 Date: 02/23/2022

02/01/2022 To: 02/28/2022

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 20 26 001		FF Disability	90.05	
<b>195</b>	<b>02/23/2022</b>	<b>Payroll</b>	<b>6291</b>	<b>14161</b>	<b>TRUSTEED PLANS SERVICE CORPORATION</b>	<b>21,211.43</b>	<b>Pay Cycle(s) 02/10/2022 To 02/25/2022 - PPO-100; Pay Cycle(s) 02/10/2022 To 02/25/2022 - Kaiser; Pay Cycle(s) 02/10/2022 To 02/25/2022 - Dental</b>
			001 - 522 10 22 001		Admin Medical Insurance	1,539.23	
			001 - 522 10 22 001		Admin Medical Insurance	1,539.23	
			001 - 522 10 22 001		Admin Medical Insurance	701.17	
			001 - 522 10 22 001		Admin Medical Insurance	92.83	
			001 - 522 10 22 001		Admin Medical Insurance	92.83	
			001 - 522 10 22 001		Admin Medical Insurance	53.54	
			001 - 522 20 22 001		FF Medical Insurance	623.68	
			001 - 522 20 22 001		FF Medical Insurance	1,767.09	
			001 - 522 20 22 001		FF Medical Insurance	1,767.09	
			001 - 522 20 22 001		FF Medical Insurance	1,379.62	
			001 - 522 20 22 001		FF Medical Insurance	1,767.09	
			001 - 522 20 22 001		FF Medical Insurance	701.17	
			001 - 522 20 22 001		FF Medical Insurance	1,767.09	
			001 - 522 20 22 001		FF Medical Insurance	1,767.09	
			001 - 522 20 22 001		FF Medical Insurance	701.17	
			001 - 522 20 22 001		FF Medical Insurance	1,767.09	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 522 20 22 001		FF Medical Insurance	84.97	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 522 20 22 001		FF Medical Insurance	53.54	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 522 20 22 001		FF Medical Insurance	53.54	
			001 - 522 20 22 001		FF Medical Insurance	147.40	
			001 - 589 99 99 000		Payroll Clearing	266.48	
			001 - 589 99 99 000		Payroll Clearing	266.48	
			001 - 589 99 99 000		Payroll Clearing	10.00	
			001 - 589 99 99 000		Payroll Clearing	169.61	
			001 - 589 99 99 000		Payroll Clearing	266.48	
			001 - 589 99 99 000		Payroll Clearing	10.00	
			001 - 589 99 99 000		Payroll Clearing	266.48	
			001 - 589 99 99 000		Payroll Clearing	266.48	
			001 - 589 99 99 000		Payroll Clearing	266.48	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	7.86	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	23.46	
			001 - 589 99 99 000		Payroll Clearing	23.46	
001 General Fund						35,591.38	
							Claims: 11,085.51
						35,591.38	Payroll: 24,505.87

# CHECK REGISTER

East County Fire & Rescue

Time: 08:15:33 Date: 02/23/2022

02/16/2022 To: 02/28/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
155	02/25/2022	Payroll	6291	EFT		2,529.44	
156	02/25/2022	Payroll	6291	EFT		2,408.58	
157	02/25/2022	Payroll	6291	EFT		3,467.10	
158	02/25/2022	Payroll	6291	EFT		2,557.39	
159	02/25/2022	Payroll	6291	EFT		3,130.49	
160	02/25/2022	Payroll	6291	EFT		2,308.84	
161	02/25/2022	Payroll	6291	EFT		350.70	
162	02/25/2022	Payroll	6291	EFT		1,829.25	
163	02/25/2022	Payroll	6291	EFT		533.60	
164	02/25/2022	Payroll	6291	EFT		94.27	
165	02/25/2022	Payroll	6291	EFT		1,396.06	
166	02/25/2022	Payroll	6291	EFT		350.70	
167	02/25/2022	Payroll	6291	EFT		858.55	
168	02/25/2022	Payroll	6291	EFT		350.70	
169	02/25/2022	Payroll	6291	EFT		1,817.34	
170	02/25/2022	Payroll	6291	EFT		350.70	
171	02/25/2022	Payroll	6291	EFT		1,972.27	
172	02/25/2022	Payroll	6291	EFT		330.42	
173	02/25/2022	Payroll	6291	EFT		933.16	
174	02/25/2022	Payroll	6291	EFT		3,554.09	
175	02/25/2022	Payroll	6291	EFT		832.79	
176	02/25/2022	Payroll	6291	EFT		806.00	
177	02/25/2022	Payroll	6291	EFT		3,162.96	
178	02/25/2022	Payroll	6291	EFT		2,511.03	
179	02/25/2022	Payroll	6291	EFT	IAFF2444	669.90	Pay Cycle(s) 02/25/2022 To 02/25/2022 - IAFF Dues
180	02/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	12,672.19	Pay Cycle(s) 02/25/2022 To 02/25/2022 - DComp; Pay Cycle(s) 02/25/2022 To 02/25/2022 - PERS2; Pay Cycle(s) 02/25/2022 To 02/25/2022 - PERS3; Pay Cycle(s) 02/25/2022 To 02/25/2022 - LEOFF2; Pay Cycle(s)
181	02/25/2022	Payroll	6291	EFT	IRS	8,362.23	941 Deposit for Pay Cycle(s) 02/25/2022 - 02/25/2022
182	02/25/2022	Payroll	6291	EFT	OR Department of Revenue	357.00	Pay Cycle(s) for OR Tax: 02/25/2022 - 02/25/2022
183	02/25/2022	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 02/25/2022 To 02/25/2022 - WA Child Support
001 General Fund						61,197.75	
						61,197.75	Payroll: 61,197.75

# Chief's Report

## 3-1-2022

Calls since last Commissioner meeting, **21**

EMS: 12

Fire: 1

Other: 8

Calls YTD: 2022- **138**

Mutual and Auto aid – 24%      2022, Year-to-date - 25%, 35 calls

FY2021 = 244, 23% of total calls      FY2020 = 251, 23% of total calls

### **Staff Overtime Numbers:**

Budget Amount: **\$230,000**

Used YTD:      **\$35,936**

Percent Used:      15.62 %

Brown outs since last meeting: 1 (24hr shift)

8 callback shifts (4-Sick, 4-Vac)

Covered by 7 OT Shifts

- The ECFR Fire Chief Job Announcement is now showing on the Washington State Fire Chief's website.
- I have completed the review of all 37 defined risk areas (DRA's) that the regional disaster preparedness organization (RDPO) proposed for our fire district. Tyler Estes from DNR helped me evaluate the DRA's and we sent our conclusions to the Deputy Project Manager on Friday, February 18. All 37 DRA's will move forward to the next phase of the assessment.
- I attended the monthly Op's Chiefs meeting via ZOOM on Tuesday, February 22.
- CRESA completed a large Computer Aided Dispatch (CAD) upgrade on Tuesday, February 22. This upgrade has been in the works for several months and is now operational. We have experienced a few minor issues in our dispatches but none of the issues has affected the timely responses to ECFR calls for service.

## AC Jacobs Report

3-1-22

DOC training continues to be postponed until allowed by guidelines.

The new squad assembly is completed, got it weighed on 2-28 for licensing, then it's ready to go in service.

February EST/Tender training was 2-21-22.

March EST/Tender training 3-29-22 7 PM Sta. 93.

## Safety Report

Last safety committee meeting was 2-24-2022.

Next safety committee meeting will be 4-28-22. Sta. 91  
7:30 PM.

No reported accidents/incidents since the last board meeting.

Sun		Mon		Tue		Wed	
	Mar 1 C SHIFT	2 A SHIFT	3 B SHIFT	4 C SHIFT	5 A SHIFT		
	Events Commissioner Meeting 18:30 - 21:00 Station 91	Events Strategic Planning Meetin. 15:00 - 16:30 Station 91					
6 B SHIFT	8 A SHIFT	9 B SHIFT	10 C SHIFT	11 A SHIFT	12 B SHIFT		
	13 † C SHIFT	14 A SHIFT	15 B SHIFT	16 C SHIFT	17 A SHIFT	18 B SHIFT	19 C SHIFT
	Events Commissioner Meeting 18:30 - 21:00 Station 91						
20 A SHIFT	21 B SHIFT	22 C SHIFT	23 A SHIFT	24 B SHIFT	25 C SHIFT	26 A SHIFT	
27 B SHIFT	28 C SHIFT	29 A SHIFT	30 B SHIFT	31 C SHIFT			

\* Indicates time starts on following calendar day

\* Events and Time Off follow default Split Time of Day of 07:00

† The hour from 02:00 to 03:00 on March 13 does not exist due to Daylight Saving Time.