

# **EAST COUNTY FIRE & RESCUE**

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

**June 5, 2018**

**Station 91**

**6:30 PM**

## **AGENDA**

### **CALL TO ORDER:**

Flag Salute

### **AGENDA ADJUSTMENTS:**

#### **CONSENT AGENDA:**

1. Approval of May 15, 2018 Regular Board Meeting Minutes
2. Approval of May 15, 2018 Local BVFF&RO Meeting Minutes
3. Approval of May 17, 2018 Consolidation Exploratory Meeting
4. Approval of May 29, 2018 Station Tour
5. Approval of Financial Transactions
6. Excuse Absent Commissioner(s):

### **OPEN TO PUBLIC:**

### **CORRESPONDENCE:**

#### **STAFF REPORT:**

Chief Swinhart  
Deputy Chief Carnes  
Assistant Chief Jacobs

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

### **SAFETY REPORT:**

#### **FIRE DISTRICT BUSINESS:**

- Lid Lift Status & Newsletter
- Invoice for Response to "No District Area" – Review Letter from Attorney.
- Update on Surplus Vehicles – Offer made on Engine.
- Internet Policy Review
- Fuel Exemption

See Reverse

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**This Meeting is Being Recorded.**

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

Page # 1 of 2

**COMMISSIONER COMMENTS:**

**OPEN TO PUBLIC:**

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

**ROUND TABLE:**

Monthly Event Calendar

Station Tours – TBD

Policy Review Workshop Monday, July 5, 2018 6:00 PM

**EXECUTIVE SESSION:**

RCW 42.30.140 (4)(a) relating to collective bargaining issues and negotiations.

**ADJOURNMENT:**

Next Regular Board Meeting: June 19, 2018, Station 91, 6:30 PM



**EAST COUNTY FIRE & RESCUE  
 CONSENT AGENDA  
 June 5, 2018**

1. Minutes –

- May 15, 2018 Regular Meeting
- May 15, 2018 Local BVFF&RO Meeting
- May 17, 2018 Consolidation Exploratory Meeting
- May 29, 2018 Station Tour Meeting

2. Invoices

- \$ 35,094.09
  - i. Check Nos.10720-10735 dated May 18, 2018
- \$276.00
  - i. Check Nos.10736-10739 dated May 30, 2018

3. Approved Commissioner Stipends June 10 Pay Date

Name	For the Period				Other	Total
	Regular Meeting	Committee Meeting	Special Mtg	Education		
<b>Berg</b>	0	0	1		1	<b>2</b>
<b>Gianatasio</b>	0	1	0			<b>1</b>
<b>Martin</b>	0	1	1			<b>2</b>
<b>Petty</b>	0	1	1			<b>2</b>
<b>Taggart</b>	0	1	1			<b>2</b>

4. Voided/Destroyed Claims/Payroll Warrants

- None

5. Payroll/Benefits EFT's

- \$50,676.34

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

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

\_\_\_\_\_  
 Commissioner Mike Berg

\_\_\_\_\_  
 Commissioner Tom Gianatasio

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

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

May 15, 2018

Station 91

6:30 PM

**Draft Minutes**

**ATTENDANCE:**

Martha Martin

Mike Carnes

Tad Crum

Sherry Petty

Robert Jacobs

Iliana Ortega

Mike Taggart

Tom Gianatasio

**CALL TO ORDER:** 18:32

Flag Salute

**AGENDA ADJUSTMENTS:**

**CONSENT AGENDA:**

1. Approval of May1, 2018 Regular Board Meeting Minutes
2. Approval of May 1, 2018 Local BVFF&RO Meeting Minutes
3. Approval of May 10, 2018 Strategic Planning
4. Approval of May 10, 2018 Policy Review
5. Approval of Financial Transactions
6. Excuse Absent Commissioner(s): Commissioner Mike Berg

**Motion by Commissioner Martin** to approve the consent agenda, **seconded by Commissioner Gianatasio. Motion passed unanimously.**

**OPEN TO PUBLIC:**

None

**CORRESPONDENCE:**

Letter from Clark County Amateur Radio Club inviting ECFR to attend an event called Field Day an exercise to demonstrate the value of amateur radio.

**STAFF REPORT:**

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

- There have been 3 Brown Outs at Station 94 since the last meeting.
- Chief Carnes reported that staff has been continuing to prepare for the Open House, scheduled for July 29, 2018.
- Chief Carnes spoke regarding Liz Loomis Public Affairs and stated that staff has been diligently working on gathering all the information that has been requested.
- Will be attending the Washington Fire Chiefs Annual Conference in Kennewick the coming week.

- The 2017 Fire District Annual Report has been completed and it is currently linked on our website.

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

- EST training was last held on April 23, 2018, at 7:00 PM at Station 91. The Next training is scheduled for May 21, 2018 at Station 93 at 7:00 PM.
- Chief Jacobs reported that the May DOC/EOC training was held on May 8<sup>th</sup>, 2018 at Station 91 at 7:00 PM. The next DOC/EOC training will be held on July 10<sup>th</sup>, 2018 at Station 91 at 7:00 PM
- New Engine training by General Fire was on Thursday, May 3, 2018.
- Chief Jacobs reported that General Fire may have some interest in purchasing the surplus Engine 95.

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

None

**SAFETY REPORT:**

- Chief Jacobs reported that no accidents or injuries have taken place since the last committee meeting.
- The next Safety Committee meeting will be May 22, 2018, 7:30PM at Station 91.

**FIRE DISTRICT BUSINESS:**

SCBA Proposal

Chief Carnes presented the SCBA Proposal that he created a copy is in the packet. Within the proposal it outlines the several options for 2018 needs and 2023 needs. Chief Carnes is recommending that we start with Option 2 of the 2018 needs which reads:

Option 2 – (20) 2<sup>nd</sup> stage regulator rebuild @ \$8800 plus labor. (yet to be scheduled)

**Motion by Commissioner Martin** to approve Option 2 of the SCBA Proposal, **seconded by Commissioner Petty. Motion passed unanimously.**

Purchase Request Approval on RIT Bottles

Chief Carnes has requested for the approval of a purchase to replace our currently expired 1 hour SCBA Bottles, the purchase is estimated to cost \$2000.

**Motion by Commissioner Petty** to approve Purchase Request on RIT Bottles, **seconded by Commissioner Martin. Motion passed unanimously.**

Station 93 Heat Pump

One of the heat pump units at station 93 is out of service, unfortunately it needs a new compressor. Fortunately there is a 5 ton system that will support the heating/cooling needs of the facility and would require ducting work to connect the 2 systems. The estimated cost of this repair is \$1700 plus tax. We did request quotes from Miller’s Heating for pricing on a new heat pump, and a new compressor- those costs were communicated to the Commissioners via email.

**Motion by Commissioner Petty** to approve heat pump maintenance at Station 93, **seconded by Commissioner Martin. Motion passed unanimously.**

Lid Lift Status

Commissioner Taggart read out load the new release that was sent out on May 14, 2018, district secretary will follow up with emailing a copy to the Commissioners. Commissioner Taggart reported that everything is going as scheduled. Further discussion continued amongst the Board Members.

Policy #00.2.1 Cell Phone Usage

**Motion by Commissioner Martin to approve the approval of Policy #00.2.1 Cell Phone Usage, seconded by Commissioner Petty. Motion passed unanimously**

Policy #10.7.23 Code of Ethics

**Motion by Commissioner Martin to approve the approval of Policy #10.7.23 Code of Ethics, seconded by Commissioner Petty. Motion passed unanimously**

Policy #10.8.1 Application Policy

**Motion by Commissioner Martin to approve the approval of Policy #10.8.1 Application Policy, seconded by Commissioner Petty. Motion passed unanimously**

Policy #10.8.2 Hiring Policy

**Motion by Commissioner Martin to approve the approval of Policy #10.8.2 Hiring Policy, seconded by Commissioner Petty. Motion passed unanimously**

Policy #90.2.5C Sick Leave

**Motion by Commissioner Martin to approve the approval of Policy #90.2.5C Sick Leave, seconded by Commissioner Petty. Motion passed unanimously**

Suspend Policy #90.2.7 Paid Time Off

**Motion by Commissioner Gianatasio to approve the suspension of Policy #90.2.7 Paid Time Off, seconded by Commissioner Petty. Motion passed unanimously**

**COMMISSIONER COMMENTS:**

- Commissioner Martin shared news from a survey done on 7000 Firefighters dealing with mental health topics. The group discussed how important it is to check in with fellow firefighters especially after tragic events and calls.

**OPEN TO PUBLIC:**

None

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

Nothing to Report.

**ROUND TABLE:**

The Board reviewed the May 2018 events calendar.

The next meeting is a Station Tour scheduled for May 29<sup>th</sup>, 2018 at 6:00PM.

The next policy workshop is scheduled for July 5<sup>th</sup>, 2018 at 6:00PM.

**EXECUTIVE SESSION:**

None

**ADJOURNMENT:**

Next Regular Board Meeting: June 5, 2018, Station 91, 6:30PM

**Motion by Commissioner Martin to adjourn at 19:11 hours, seconded by Commissioner Petty. Motion passed unanimously.**

\_\_\_\_\_  
Mike Taggart, Chairperson

\_\_\_\_\_  
Martha Martin, Vice Chair

ABSENT

\_\_\_\_\_  
Tom Gianatasio, Commissioner

\_\_\_\_\_  
Mike Berg, Commissioner

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

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Iliana Ortega, District Secretary

# EAST COUNTY FIRE & RESCUE

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

Draft Minutes  
May 15, 2018

### **CALL TO ORDER:**

The meeting was called to order by Chairperson Mike Taggart at 19:38 at Station 91.

The following were in attendance:

Martha Martin

Mike Carnes

Tom Gianatasio

Sherry Petty

Robert Jacobs

Iliana Ortega

Mike Taggart

Tad Crum

### **BUSINESS:**

None

### **ADJOURNMENT:**

The Local Board adjourned at 19:39.

Respectfully Submitted,

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**Sherry Petty**, Commissioner,  
Mike Berg, Alternate

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**Tad Crum**, FF's Assoc. Liaison  
Paula Knapp, FF's Assoc. Liaison Alternate

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**Bob Jacobs**, Chief's Rep.

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**Mike Taggart**, Chairperson  
Marth Martin, Alternate

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**Iliana Ortega**, District Secretary  
Bob Jacobs, Alternate

**DISTRICT SEAL:**



# EAST COUNTY FIRE & RESCUE

## SPECIAL BOARD OF FIRE COMMISSIONERS MEETING

May 17, 2018

Camas Council Chambers

### Draft Minutes

#### ATTENDANCE:

Martha Martin  
Tom Gianatasio  
Iliana Ortega

Mike Taggart  
Nick Swinhart

Sherry Petty  
Mike Carnes

#### CALL TO ORDER: 17:00

Chief Swinhart began the meeting between the Camas/Washougal Representatives and ECFR Board of Commissioners. The purpose of the meeting was to have JPAC and ECFR representatives discuss the status of the merger. Chief Swinhart handed out a summary from Paul Lewis.

The group discussed the summary, carried conversation and answered questions relating to the potential merger.

All parties agreed to go to their respective groups and deliberate on what the next course of action would be, and once that has been determined report back to Chief Nick Swinhart.

At this time no additional meetings have been scheduled.

#### Meeting adjourned: 17:45

Respectfully Submitted,

\_\_\_\_\_  
Mike Taggart, Chairperson

\_\_\_\_\_  
Tom Gianatasio, Commissioner

\_\_\_\_\_  
Martha Martin, Commissioner

#### ATTEST:

\_\_\_\_\_  
Iliana Ortega, District Secretary

ABSENT

\_\_\_\_\_  
Mike Berg, Commissioner

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

**DISTRICT SEAL:**

# EAST COUNTY FIRE & RESCUE

## SPECIAL BOARD OF FIRE COMMISSIONERS MEETING

May 29, 2018

Station 91

### Draft Minutes

**ATTENDANCE:**

Martha Martin  
Mike Berg  
Iliana Ortega

Mike Taggart  
Mike Carnes

Sherry Petty  
Robert Jacobs

**CALL TO ORDER:** 18:00

Commissioner Taggart called the meeting to order. The group visited Station 94 and Station 95 to get a better understanding of the maintenance needs of those Stations.

Chief Carnes noted all the specific repairs that are needed and took photos to document.

The Next Station Tour Meeting has yet to be scheduled.

**Meeting adjourned:** 19:45

Respectfully Submitted,

\_\_\_\_\_  
Mike Taggart, Chairperson

\_\_\_\_\_  
Mike Berg, Commissioner

ABSENT

\_\_\_\_\_  
Tom Gianatasio, Commissioner

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

\_\_\_\_\_  
Martha Martin, Commissioner

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Iliana Ortega, District Secretary

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/01/2018 To: 05/31/2018

Time: 13:28:25 Date: 06/05/2018  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
561	05/18/2018	Claims	6291	10720	ANNAS CONSULTANTS, INC	472.12	Invoice #2364
					001 - 522 60 41 004 - SCBA Mtce	472.12	Annual Breathing Air Test SCBA's
562	05/18/2018	Claims	6291	10721	CITY OF CAMAS	3,090.00	Account # 0022365
					001 - 522 10 44 001 - Chief Services (Camas)	3,090.00	June 2018 Chief Services
563	05/18/2018	Claims	6291	10722	CLARK COUNTY RISK MGMT GROUP	2,197.00	Invoice # 2018-13
					001 - 522 20 46 000 - Bldgs/Liability/Equip Insuran	2,197.00	Volunteer & Commissioner Accident And Sickness Policy Renewal
564	05/18/2018	Claims	6291	10723	CLARK PUBLIC UTILITIES	1,362.84	Account # 7200-239-7; Account # 7177-363-4; Account # 7200-401-3
					001 - 522 50 43 091 - Electrical Service (St 91)	512.44	Station 91 Electrical Service
					001 - 522 50 43 093 - Electrical & Htg (St 93)	382.55	Station 93 Electrical Service
					001 - 522 50 43 094 - Electric & Heating (St 94)	467.85	Station 94 Electric Service
565	05/18/2018	Claims	6291	10724	DAY MANAGEMENT CORPORATION	8,022.33	Invoice # 601897; Invoice # 601831
					001 - 522 20 32 002 - Equipment	6,330.35	Firecom System And Installation In New Engine
					001 - 522 20 32 002 - Equipment	1,691.98	MDC Mount In New Engine
566	05/18/2018	Claims	6291	10725	KAREN'S SEW IT ALL	25.00	Invoice # 7651
					001 - 522 20 25 001 - FF Uniforms	25.00	Repair Uniform Pants - Harrington, Sew On Patches - Hougan
567	05/18/2018	Claims	6291	10726	LN CURTIS & SONS	163.66	Account # C32870
					001 - 522 20 32 002 - Equipment	163.66	Strap For Mounting System On Engine 91
568	05/18/2018	Claims	6291	10727	MILLER'S HEATING & AIR	1,088.34	Account # 140544
					001 - 522 50 40 000 - Bldg Repair & Maint	1,088.34	Station 91 Maintenance To Heating & Cooling System
569	05/18/2018	Claims	6291	10728	STANLEY CONVERGENT SECURITY SOLUTIONS, I	604.97	Account # 123127683400
					001 - 522 50 40 000 - Bldg Repair & Maint	604.97	Access Control System Maintenance Fee
570	05/18/2018	Claims	6291	10729	ERIC TIERNEY	500.00	Invoice #280
					001 - 522 10 40 001 - Computer/Website Mtce & Rc	500.00	June 2018 Computer Maintenance Fee
571	05/18/2018	Claims	6291	10730	URGENT MEDICAL CENTER	17.00	Statement # 2905
					001 - 522 10 43 000 - Medical/Drug Screen/Vaccina	17.00	Resperator Screening Jayson Robidoux
572	05/18/2018	Claims	6291	10731	VERIZON WIRELESS	80.02	Account # 471176028-00001
					001 - 522 20 41 002 - Verizon MDC Cards	80.02	Engine 91 & 94 MDC Cards
573	05/18/2018	Claims	6291	10732	Joel VanNess	750.00	Tuition Reimbursement
					001 - 522 20 23 001 - Intern Tuition Assistance	750.00	Winter 2018 Tuition Reimbursement
574	05/18/2018	Claims	6291	10733	WASHOUGAL HARDWARE	16.25	Account # 500331
					001 - 522 20 32 000 - Expendable Equipment	16.25	Batteries For SCBA On Engine 94
575	05/18/2018	Payroll	6291	10734	TRUSTEED PLANS SERVICE CORPORATION	16,654.56	Pay Cycle(s) 05/01/2018 To 05/31/2018 - PPO-100; Pay Cycle(s) 05/01/2018 To 05/31/2018 - Kaiser; Pay Cycle(s) 05/01/2018 To 05/31/2018 - Dental
					001 - 522 10 22 001 - Admin Medical Insurance	1,184.36	
					001 - 522 10 22 001 - Admin Medical Insurance	1,135.61	
					001 - 522 10 22 001 - Admin Medical Insurance	1,428.88	
					001 - 522 10 22 001 - Admin Medical Insurance	92.83	
					001 - 522 10 22 001 - Admin Medical Insurance	92.83	

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/01/2018 To: 05/31/2018

Time: 13:28:25 Date: 06/05/2018  
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 10 22 001 - Admin Medical Insurance			170.86	
			001 - 522 20 22 001 - FF Medical Insurance			1,730.61	
			001 - 522 20 22 001 - FF Medical Insurance			542.33	
			001 - 522 20 22 001 - FF Medical Insurance			1,360.11	
			001 - 522 20 22 001 - FF Medical Insurance			1,764.99	
			001 - 522 20 22 001 - FF Medical Insurance			1,764.99	
			001 - 522 20 22 001 - FF Medical Insurance			651.23	
			001 - 522 20 22 001 - FF Medical Insurance			1,764.99	
			001 - 522 20 22 001 - FF Medical Insurance			651.23	
			001 - 522 20 22 001 - FF Medical Insurance			651.23	
			001 - 522 20 22 001 - FF Medical Insurance			88.90	
			001 - 522 20 22 001 - FF Medical Insurance			159.13	
			001 - 522 20 22 001 - FF Medical Insurance			159.13	
			001 - 522 20 22 001 - FF Medical Insurance			53.54	
			001 - 522 20 22 001 - FF Medical Insurance			159.13	
			001 - 522 20 22 001 - FF Medical Insurance			53.54	
			001 - 522 20 22 001 - FF Medical Insurance			159.13	
			001 - 522 20 22 001 - FF Medical Insurance			53.54	
			001 - 522 20 22 001 - FF Medical Insurance			53.54	
			001 - 589 99 99 000 - Payroll Clearing			10.00	
			001 - 589 99 99 000 - Payroll Clearing			132.03	
			001 - 589 99 99 000 - Payroll Clearing			75.00	
			001 - 589 99 99 000 - Payroll Clearing			78.77	
			001 - 589 99 99 000 - Payroll Clearing			123.75	
			001 - 589 99 99 000 - Payroll Clearing			10.00	
			001 - 589 99 99 000 - Payroll Clearing			123.75	
			001 - 589 99 99 000 - Payroll Clearing			123.75	
			001 - 589 99 99 000 - Payroll Clearing			3.93	
			001 - 589 99 99 000 - Payroll Clearing			11.73	
			001 - 589 99 99 000 - Payroll Clearing			11.73	
			001 - 589 99 99 000 - Payroll Clearing			11.73	
			001 - 589 99 99 000 - Payroll Clearing			11.73	
			001 - 589 99 99 000 - Payroll Clearing			11.73	
<b>576</b>	<b>05/18/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>10735</b>	<b>WASHINGTON COUNCIL OF POLICE</b>		<b>50.00</b> Pay Cycle(s) 04/01/2018 To 04/30/2018 - WACOPS
			001 - 522 10 26 001 - Admin Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
			001 - 522 20 26 001 - FF Disability			5.00	
						35,094.09	
						35,094.09	Claims: 18,389.53
						35,094.09	Payroll: 16,704.56

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/15/2018 To: 05/31/2018

Time: 13:22:27 Date: 06/01/2018

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
605	05/30/2018	Claims	6291	10736	Mike A Berg	69.00	Per Diem For Commissioner Conference
			001 - 522 10 48 002 - Commissioner Meals			69.00	Per Diem For Commissioner Conference
606	05/30/2018	Claims	6291	10737	Michael L Carnes	69.00	Per Diem For Commissioner Conference
			001 - 522 10 49 002 - Admin Training Meals			69.00	Per Diem For Commissioner Conference In Chelan, WA
607	05/30/2018	Claims	6291	10738	Martha A Martin	69.00	Per Diem For Commissioner Conference
			001 - 522 10 48 002 - Commissioner Meals			69.00	Per Diem For Commissioner Conference In Chelan, WA
608	05/30/2018	Claims	6291	10739	Michael C Taggart	69.00	Per Diem For Commissioner Conference
			001 - 522 10 48 002 - Commissioner Meals			69.00	Per Diem For Commissioner Conference In Chelan, WA
001 General Fund						276.00	
						276.00	Claims: 276.00

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/15/2018 To: 05/31/2018

Time: 10:56:03 Date: 06/01/2018  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
577	05/25/2018	Payroll	6291	EFT		2,130.49	
					001 - 522 20 10 001 - Firefighter Salaries	1,893.63	
					001 - 522 20 10 001 - Firefighter Salaries	1,037.30	
					001 - 589 99 99 000 - Payroll Clearing	-800.44	
578	05/25/2018	Payroll	6291	EFT		203.15	
					001 - 522 10 11 001 - Commissioner Wages	228.00	
					001 - 589 99 99 000 - Payroll Clearing	-24.85	
579	05/25/2018	Payroll	6291	EFT		2,737.04	
					001 - 522 20 10 001 - Firefighter Salaries	2,348.64	
					001 - 522 20 10 001 - Firefighter Salaries	671.04	
					001 - 522 20 14 001 - FF Overtime	503.28	
					001 - 522 20 19 001 - Capt Deferred Comp	218.42	
					001 - 589 99 99 000 - Payroll Clearing	-1,004.34	
580	05/25/2018	Payroll	6291	EFT		2,319.02	
					001 - 522 10 10 001 - Admin Salaries	3,780.51	
					001 - 522 10 19 001 - Admin Deferred Comp	234.39	
					001 - 589 99 99 000 - Payroll Clearing	-1,695.88	
581	05/25/2018	Payroll	6291	EFT		843.68	
					001 - 522 20 10 001 - Firefighter Salaries	972.00	
					001 - 589 99 99 000 - Payroll Clearing	-128.32	
582	05/25/2018	Payroll	6291	EFT		562.09	
					001 - 522 20 10 001 - Firefighter Salaries	684.00	
					001 - 589 99 99 000 - Payroll Clearing	-121.91	
583	05/25/2018	Payroll	6291	EFT		2,322.67	
					001 - 522 10 10 001 - Admin Salaries	2,786.40	
					001 - 522 10 10 001 - Admin Salaries	64.80	
					001 - 522 10 14 001 - Admin Overtime	145.80	
					001 - 522 10 19 001 - Admin Deferred Comp	185.81	
					001 - 589 99 99 000 - Payroll Clearing	-860.14	
584	05/25/2018	Payroll	6291	EFT		2,847.99	
					001 - 522 20 10 001 - Firefighter Salaries	1,695.10	
					001 - 522 20 10 001 - Firefighter Salaries	607.20	
					001 - 522 20 14 001 - FF Overtime	1,366.20	
					001 - 589 99 99 000 - Payroll Clearing	-820.51	
585	05/25/2018	Payroll	6291	EFT		421.12	
					001 - 522 10 11 001 - Commissioner Wages	456.00	
					001 - 589 99 99 000 - Payroll Clearing	-34.88	
586	05/25/2018	Payroll	6291	EFT		756.46	
					001 - 522 20 10 001 - Firefighter Salaries	522.00	
					001 - 522 20 10 001 - Firefighter Salaries	336.00	
					001 - 522 20 10 001 - Firefighter Salaries	72.50	
					001 - 589 99 99 000 - Payroll Clearing	-174.04	
587	05/25/2018	Payroll	6291	EFT		547.29	
					001 - 522 20 10 001 - Firefighter Salaries	624.00	
					001 - 589 99 99 000 - Payroll Clearing	-76.71	
588	05/25/2018	Payroll	6291	EFT		1,788.54	
					001 - 522 20 10 001 - Firefighter Salaries	1,630.08	
					001 - 522 20 14 001 - FF Overtime	815.04	
					001 - 589 99 99 000 - Payroll Clearing	-656.58	
589	05/25/2018	Payroll	6291	EFT		1,714.61	
					001 - 522 20 10 001 - Firefighter Salaries	2,694.68	
					001 - 522 20 14 001 - FF Overtime	175.76	

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/15/2018 To: 05/31/2018

Time: 10:56:03 Date: 06/01/2018

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 20 19 001 - Capt Deferred Comp			177.97	
			001 - 589 99 99 000 - Payroll Clearing			-1,333.80	
<b>590</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>631.36</b>
			001 - 522 20 10 001 - Firefighter Salaries			728.75	
			001 - 589 99 99 000 - Payroll Clearing			-97.39	
<b>591</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>380.94</b>
			001 - 522 20 11 001 - Volunteer Stipends			412.50	
			001 - 589 99 99 000 - Payroll Clearing			-31.56	
<b>592</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>526.39</b>
			001 - 522 10 11 001 - Commissioner Wages			570.00	
			001 - 589 99 99 000 - Payroll Clearing			-43.61	
<b>593</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>1,280.19</b>
			001 - 522 10 10 001 - Admin Salaries			1,443.20	
			001 - 522 10 10 001 - Admin Salaries			97.49	
			001 - 522 10 14 001 - Admin Overtime			129.15	
			001 - 589 99 99 000 - Payroll Clearing			-389.65	
<b>594</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>526.39</b>
			001 - 522 10 11 001 - Commissioner Wages			570.00	
			001 - 589 99 99 000 - Payroll Clearing			-43.61	
<b>595</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>2,467.55</b>
			001 - 522 20 10 001 - Firefighter Salaries			2,236.92	
			001 - 522 20 10 001 - Firefighter Salaries			671.04	
			001 - 522 20 14 001 - FF Overtime			479.40	
			001 - 589 99 99 000 - Payroll Clearing			-919.81	
<b>596</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>484.41</b>
			001 - 522 10 11 001 - Commissioner Wages			570.00	
			001 - 589 99 99 000 - Payroll Clearing			-85.59	
<b>597</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>2,771.54</b>
			001 - 522 20 10 001 - Firefighter Salaries			3,835.20	
			001 - 522 20 10 001 - Firefighter Salaries			767.04	
			001 - 522 20 19 001 - Capt Deferred Comp			285.34	
			001 - 589 99 99 000 - Payroll Clearing			-2,116.04	
<b>598</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>2,470.69</b>
			001 - 522 20 10 001 - Firefighter Salaries			1,917.36	
			001 - 522 20 10 001 - Firefighter Salaries			671.04	
			001 - 522 20 14 001 - FF Overtime			958.80	
			001 - 589 99 99 000 - Payroll Clearing			-1,076.51	
<b>599</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>1,044.33</b>
			001 - 522 20 10 001 - Firefighter Salaries			1,271.00	
			001 - 589 99 99 000 - Payroll Clearing			-226.67	
<b>600</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>			<b>2,079.80</b>
			001 - 522 20 10 001 - Firefighter Salaries			575.28	
			001 - 522 20 10 001 - Firefighter Salaries			575.28	
			001 - 522 20 10 001 - Firefighter Salaries			1,725.84	
			001 - 589 99 99 000 - Payroll Clearing			-796.60	
<b>601</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>	<b>DEPT OF RETIREMENT SYSTEMS</b>		<b>10,303.92</b>
			001 - 522 10 26 002 - Admin Retirement PERS			404.22	
			001 - 522 10 26 002 - Admin Retirement PERS			212.07	
			001 - 522 10 28 001 - Admin Retirement LEOFF			218.01	
			001 - 522 20 26 002 - FF Retirement PERS			123.44	
			001 - 522 20 26 002 - FF Retirement PERS			86.87	

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/15/2018 To: 05/31/2018

Time: 10:56:03 Date: 06/01/2018  
Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 522 20 26 002 - FF Retirement PERS	118.17	
					001 - 522 20 26 002 - FF Retirement PERS	79.25	
					001 - 522 20 26 002 - FF Retirement PERS	92.55	
					001 - 522 20 26 002 - FF Retirement PERS	161.42	
					001 - 522 20 28 001 - FF Retirement LEOFF	159.15	
					001 - 522 20 28 001 - FF Retirement LEOFF	203.16	
					001 - 522 20 28 001 - FF Retirement LEOFF	199.20	
					001 - 522 20 28 001 - FF Retirement LEOFF	132.77	
					001 - 522 20 28 001 - FF Retirement LEOFF	165.53	
					001 - 522 20 28 001 - FF Retirement LEOFF	183.93	
					001 - 522 20 28 001 - FF Retirement LEOFF	265.40	
					001 - 522 20 28 001 - FF Retirement LEOFF	192.61	
					001 - 522 20 28 001 - FF Retirement LEOFF	156.19	
					001 - 589 99 99 000 - Payroll Clearing	71.73	
					001 - 589 99 99 000 - Payroll Clearing	50.48	
					001 - 589 99 99 000 - Payroll Clearing	234.89	
					001 - 589 99 99 000 - Payroll Clearing	68.67	
					001 - 589 99 99 000 - Payroll Clearing	46.05	
					001 - 589 99 99 000 - Payroll Clearing	53.78	
					001 - 589 99 99 000 - Payroll Clearing	123.23	
					001 - 589 99 99 000 - Payroll Clearing	93.80	
					001 - 589 99 99 000 - Payroll Clearing	256.46	
					001 - 589 99 99 000 - Payroll Clearing	327.37	
					001 - 589 99 99 000 - Payroll Clearing	351.30	
					001 - 589 99 99 000 - Payroll Clearing	320.99	
					001 - 589 99 99 000 - Payroll Clearing	213.95	
					001 - 589 99 99 000 - Payroll Clearing	266.74	
					001 - 589 99 99 000 - Payroll Clearing	296.39	
					001 - 589 99 99 000 - Payroll Clearing	427.66	
					001 - 589 99 99 000 - Payroll Clearing	310.38	
					001 - 589 99 99 000 - Payroll Clearing	251.69	
					001 - 589 99 99 000 - Payroll Clearing	233.42	
					001 - 589 99 99 000 - Payroll Clearing	1,034.39	
					001 - 589 99 99 000 - Payroll Clearing	295.81	
					001 - 589 99 99 000 - Payroll Clearing	55.00	
					001 - 589 99 99 000 - Payroll Clearing	527.97	
					001 - 589 99 99 000 - Payroll Clearing	112.49	
					001 - 589 99 99 000 - Payroll Clearing	885.34	
					001 - 589 99 99 000 - Payroll Clearing	150.00	
					001 - 589 99 99 000 - Payroll Clearing	90.00	
<b>602</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>	<b>IAFF2444</b>		<b>522.30</b>
					001 - 589 99 99 000 - Payroll Clearing	54.80	
					001 - 589 99 99 000 - Payroll Clearing	61.03	
					001 - 589 99 99 000 - Payroll Clearing	54.80	
					001 - 589 99 99 000 - Payroll Clearing	52.73	
					001 - 589 99 99 000 - Payroll Clearing	61.03	
					001 - 589 99 99 000 - Payroll Clearing	58.96	
					001 - 589 99 99 000 - Payroll Clearing	67.26	
					001 - 589 99 99 000 - Payroll Clearing	58.96	
					001 - 589 99 99 000 - Payroll Clearing	52.73	
<b>603</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>	<b>IRS</b>		<b>5,632.38</b>
					001 - 522 10 20 001 - Admin Unemployment/Medic	58.14	
					001 - 522 10 20 001 - Admin Unemployment/Medic	46.08	
					001 - 522 10 20 001 - Admin Unemployment/Medic	23.67	
					001 - 522 10 21 001 - Commissioner Payroll Benefit	17.45	
					001 - 522 10 21 001 - Commissioner Payroll Benefit	34.88	
					001 - 522 10 21 001 - Commissioner Payroll Benefit	43.61	
					001 - 522 10 21 001 - Commissioner Payroll Benefit	43.61	
					001 - 522 10 21 001 - Commissioner Payroll Benefit	43.61	
					001 - 522 20 20 001 - FF Unemployment/Medicare	41.90	



# CHECK REGISTER

East County Fire & Rescue  
 MCAG #: 1060

05/15/2018 To: 05/31/2018

Time: 10:56:03 Date: 06/01/2018  
 Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 522 20 20 001 - FF Unemployment/Medicare	53.27	
					001 - 522 20 20 001 - FF Unemployment/Medicare	14.09	
					001 - 522 20 20 001 - FF Unemployment/Medicare	9.92	
					001 - 522 20 20 001 - FF Unemployment/Medicare	52.21	
					001 - 522 20 20 001 - FF Unemployment/Medicare	13.49	
					001 - 522 20 20 001 - FF Unemployment/Medicare	9.05	
					001 - 522 20 20 001 - FF Unemployment/Medicare	35.45	
					001 - 522 20 20 001 - FF Unemployment/Medicare	43.16	
					001 - 522 20 20 001 - FF Unemployment/Medicare	10.57	
					001 - 522 20 20 001 - FF Unemployment/Medicare	49.12	
					001 - 522 20 20 001 - FF Unemployment/Medicare	69.89	
					001 - 522 20 20 001 - FF Unemployment/Medicare	51.43	
					001 - 522 20 20 001 - FF Unemployment/Medicare	18.43	
					001 - 522 20 20 001 - FF Unemployment/Medicare	41.71	
					001 - 522 20 21 001 - Medicare/SS Vol	31.56	
					001 - 589 99 99 000 - Payroll Clearing	418.07	
					001 - 589 99 99 000 - Payroll Clearing	24.85	
					001 - 589 99 99 000 - Payroll Clearing	290.97	
					001 - 589 99 99 000 - Payroll Clearing	299.45	
					001 - 589 99 99 000 - Payroll Clearing	38.73	
					001 - 589 99 99 000 - Payroll Clearing	59.52	
					001 - 589 99 99 000 - Payroll Clearing	290.13	
					001 - 589 99 99 000 - Payroll Clearing	351.44	
					001 - 589 99 99 000 - Payroll Clearing	34.88	
					001 - 589 99 99 000 - Payroll Clearing	90.49	
					001 - 589 99 99 000 - Payroll Clearing	18.75	
					001 - 589 99 99 000 - Payroll Clearing	311.09	
					001 - 589 99 99 000 - Payroll Clearing	231.38	
					001 - 589 99 99 000 - Payroll Clearing	29.97	
					001 - 589 99 99 000 - Payroll Clearing	31.56	
					001 - 589 99 99 000 - Payroll Clearing	43.61	
					001 - 589 99 99 000 - Payroll Clearing	81.85	
					001 - 589 99 99 000 - Payroll Clearing	43.61	
					001 - 589 99 99 000 - Payroll Clearing	325.69	
					001 - 589 99 99 000 - Payroll Clearing	85.59	
					001 - 589 99 99 000 - Payroll Clearing	638.28	
					001 - 589 99 99 000 - Payroll Clearing	527.41	
					001 - 589 99 99 000 - Payroll Clearing	112.53	
					001 - 589 99 99 000 - Payroll Clearing	396.23	
<b>604</b>	<b>05/25/2018</b>	<b>Payroll</b>	<b>6291</b>	<b>EFT</b>	<b>OR Department of Revenue</b>	<b>360.00</b>	
					001 - 589 99 99 000 - Payroll Clearing	151.00	
					001 - 589 99 99 000 - Payroll Clearing	209.00	
						<u>50,676.34</u>	
						50,676.34 Payroll:	50,676.34

# Deputy Chief Report

**6-5-18**

Calls since last Commissioner meeting: **51**

EMS: **34**

Fire: **4**

Other: **13**

Calls YTD: 2018- **370**

## **Staff Overtime Numbers:**

Budget Amount: **\$68,000.00**

Used YTD: **\$39,612.33**

% Used: **58.25%**

- Brown outs since last meeting: **5**  
5-13-18, 24 hrs., Station 94  
5-15-18, 24 hrs., Station 94  
5-22-18, 24 hrs., Station 94  
5-28-18, 24 hrs., Station 94  
5-31-18, 24 hrs., Station 94
- Would like to recognize FF/EMT Adam Webster who has recently successfully completed his probation year with our agency. Adam has also completed his stint with the U. S. Coast Guard, Adam gave 6 years of service protecting our coastline.
- I assisted Clark County Fire District 6 with their Captains test on Wednesday, 5-16-18 at Station 61.
- I gave an aircraft emergency and response plan presentation to the CWAA group on Thursday, 5-17-18. This was provided on Thursday evening as part of their monthly gathering.
- Attended the Washington Fire Chiefs conference the week of the 21<sup>st</sup> up in Kennewick WA.
- Crews gave water tender support to the DNR crews on Wednesday evening 5-30-18 up on the L1500 road. They left at 1000 hrs and returned at 0900 the next morning. Linda will be contacting DNR for reimbursement.

## AC Jacobs Report

6-5-18

May DOC/EOC training was 5-8-2018.

May EST training was 5-21-2018. One week early due to Memorial Day holiday.

Next DOC/EOC training July 10<sup>th</sup> Sta. 91 7PM.

June EST training 6-5-2018 Sta. 93 7PM.

## Safety Report

Last safety committee meeting was 3-29-18

Next safety committee meeting, 5-22-18 Sta. 91 7:30 PM.

No accidents/ incidents since the last board meeting.

Communication Projects/ Key Dates	Mar	Apr	May	Jun	Jul	Aug (Last day to file resolution 8/7, Open Houses)	Sept
<b>General Consulting</b>	Conference Call	Conference Call	Conference Call	Conference Call	Conference Call	Conference Call	Conference Call
<b>Paid Communications</b>	Draft Key Messages & Strategic Communications Plan	PDC Guidelines Memo		Newsletter - Levy rate dropping, challenges to service; public meetings on lid lift resolution in July; Paying cash for fire engine; July 4 safety tips (Drop			
<b>Earned Media</b>		Media List/ Media Release Template	News Release - Call volumes; revenue not keeping up with demand for service; lid lift being considered	News Release - Board to meet on lid lift resolution, public invited to comment	News Release - Board passes resolution; what it would fund; come see at Open House	News Release - Clean Audit	News Release - Insurance rating; how service levels are connected to lower premiums
			Letter to the Editor - Firefighter thanks Board for considering lid lift			LTE - Board chair thanks community for coming to Open House; lid lift will address service issues	
<b>Social &amp; Owned Media</b>			Content for Web Site	Web Updates/ Signage - Come to meeting on lid lift	Web Updates/ Signage - Come to Open House	Web Updates/ Signage - Clean audit	Web Updates
<b>Public Outreach</b>			Develop PowerPoint/ Present to all personnel		Board Meeting 1 & 2 to consider resolution/ Open House - July 29		

Fire Levy Lid Lift (\$0.21/\$1,000)

Oct (Ballots Drop 10/19)	Nov (General Election Nov 6)				
Conference Call	Conference Call				
FAQ Card (Drop 10/19) Newsletter - Levy Lid Lift (Drop 10/26)					
News Release - Board holds public meetings to answer questions about lid lift					
	Letter to the Editor - Thank you from chief				
Web Updates/ Signage - Public meetings on lid lift	Web Updates/ Signage - Ballots due Nov. 6/ Signage 2 -- Thank you!				
Public meetings 1 & 2 to answer questions					

## Chief's Corner

By Deputy Chief Mike Carnes



Thank you for supporting East County Fire and Rescue. We serve 10,000 people over 60 square miles in the unincorporated areas of Vancouver, Camas and Washougal. We are a small but mighty organization, providing

better service than most agencies our size.

Whether its terrain challenges, wildland fires or hazardous material spills – we have the skills and connections to save lives and property.

Emergency services are funded through two levies (one for fire and another for EMS) paid through property taxes. Over time, these levy rates fall as property values rise to limit the fire district to roughly the same amount of revenue per year plus a one percent increase as allowed by law.

The issue is that emergency call volumes – 52 percent higher since 2007—and even the rate of

## East County Fire & Rescue Passes Audit

East County Fire and Rescue operates under a balanced budget and has passed all its independent audits by the state ([www.sao.wa.gov](http://www.sao.wa.gov)).

*“ We actively look for ways to save taxpayers money, such as applying for grants and paying cash for apparatus like this fire engine, to avoid interest payments. ”*



We even paid loans off early and refinanced bonds, which saved our taxpayers almost \$250,000. We improved our community's

insurance rating, which reduced premiums for home and business owners. We also partner with neighboring agencies to save money on administrative and training costs.

### In This Edition:

**Chief's Corner**  
**East County Fire & Rescue Passes Audit**  
**Prepare for Wildland Fires Now**  
**Open House July 29—Everyone Welcome!**

inflation are higher than the one percent revenue increase we are allowed. Inflation alone is 3-4 percent per year. More calls mean added costs for personnel, apparatus, equipment, and needed supplies.

Voters approved a fire levy of \$1.50 per \$1,000 of assessed property value in 2008. That levy rate has fallen to \$1.29 as of 2018. The Board of Fire Commissioners will discuss asking voters to return funding to \$1.50/\$1,000 to maintain emergency service levels for our community. We invite you to take part in two upcoming meetings July 3 or 17 at 6:30 p.m. at 600 NE 267th Avenue in Camas (98607).

If you are unable to attend a meeting, please send questions and comments to me at [mcarnes@ecfr.us](mailto:mcarnes@ecfr.us). All communication is welcome and becomes part of the public record.



600 NE 267th Ave.  
Camas, WA 98607  
360-834-4908  
www.ecfr.us

PRESORTED STD  
US POSTAGE

**PAID**

IQ DIRECT  
98201

## Prepare for Wildland Fires Now

Last year was worrisome when it came to wildland fires impacting homes and businesses in our area. By all accounts, this year will be just as challenging. Our fire district is prepared to save lives and property, but there are a few things you can do to help minimize any loss from wildland fires.

The Washington State Department of Natural Resources provides excellent information about wildland fire preparedness. Learn more at: [www.dnr.wa.gov/programs-and-services/wildfire/wildfire-preparedness/emergency-preparedness](http://www.dnr.wa.gov/programs-and-services/wildfire/wildfire-preparedness/emergency-preparedness).

The International Association of Fire Chiefs has prepared a document "Ready, Set, Go: Wildland Fire Action Plan" for homeowners. You can find this resource at: [www.fws.gov/uploadedFiles/Readysetgo\(1\).pdf](http://www.fws.gov/uploadedFiles/Readysetgo(1).pdf).

## Open House July 29 – Everyone Welcome!

We look forward to thanking our community for its support during our annual **Open House on Sunday, July 29**. The event is from **11 a.m. to 2 p.m.** at fire district headquarters, **600 NE 267th Avenue in Camas (98607)**.

Bring the kids and come for a fun day, including a bouncy house! There will be an ice cream sundae bar and popcorn machine donated by our firefighters. Everyone has the opportunity for tours of the fire station and apparatus, such as engines and ambulances.

This is an opportunity for you to see your tax dollars at work and have a great day out with the family. Come join us! The Camas Washougal Aviators has an Open House too.



# SNURE LAW OFFICE

A Professional Services Corporation

Clark B. Snure  
1930 - 2014

Brian K. Snure  
brian@snurelaw.com

Of counsel  
Thomas G. Burke

June 1, 2018

Mark Fennel  
Julia Fennel  
2101 NE 375<sup>th</sup> Ave.  
Washougal, WA 98671

Re: East County Fire and Rescue 97-17 Invoice

Dear Mr. and Ms. Fennel.

This firm serves as general counsel to East County Fire and Rescue "ECFR." As you are aware ECFR responded to a structure fire on your property located at 2101 NE 375<sup>th</sup> Ave, Washougal WA on August 19, 2017. ECFR notified you in January of 2014 that your property was outside of the boundaries of the ECFR and that, absent annexation into the ECFR, you would be responsible for the costs of future responses.

Under Washington law, homeowners outside of an organized fire protection ECFR are required to pay the actual cost of the services provided. Revised Code of Washington Section 52.12.160(4)(a) and (b) provide as follows:

*(4)(a) The property owner or owners shall reimburse an agency initiating firefighting services on unprotected land outside its fire protection jurisdiction for actual costs that are incurred that are proportionate to the fire itself. Cost recovery is based upon the Washington fire chiefs standardized fire service fee schedule.*

*(b) If a property owner fails to pay or defaults in payment to an agency for services rendered, the agency is entitled to pursue payment through the collections process outlined in RCW 19.16.500 or through initiation of court action.*

ECFR provided you with the enclosed invoice (which is based on the referenced standardized fire service fee schedule) for services on 9-7-17, 10-9-17, 11-15-17, 12-13-17 and 2-2-18. To date, although ECFR was contacted by your insurance carrier, ECFR has received no contact from you and no payment from your insurance company. **This letter is intended to serve as your final notice.** If payment is not received on or before June 29, 2018, the ECFR will pursue recovery in the manner, and pursuant to the authority, set forth above.



Page 2

If you have any questions or require any additional information, please contact the undersigned or Deputy Chief Michael Carnes.

Very Truly Yours,

SNURE LAW OFFICE, PSC

Brian K. Snure

DRAFT

# East County Fire & Rescue

# INVOICE

600 NE 267th Ave.  
Camas, WA 98607  
Phone 360-834-4908 Fax 360-834-5454

**DATE:** September 7, 2017  
**INVOICE #** 2017-03  
**FOR:** Out of District  
Structure Fire

**Bill To:**  
Mark and Julia Fennell  
2101 NE 375th Ave.  
Washougal, WA 98671

DESCRIPTION	AMOUNT
8/19/2017 Structure Fire - 2101 NE 375th Ave.	
Apparatus Response and Operation	4,059.00
Personnel Cost	814.40
<b>TOTAL</b>	<b>\$ 4,873.40</b>

Make all checks payable to **East County Fire & Rescue**  
If you have any questions concerning this invoice, contact  
Deputy Chief, Michael Carnes, 360-834-4908, mcarnes@ecfr.us

**Iliana Ortega**

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**From:** Shyana Johnson <3ef4db7b0e2b31a9b2e3efc0caa75706@reply.craigslist.org>  
**Sent:** Wednesday, May 30, 2018 4:46 PM  
**To:** rbjs7-6563720467@sale.craigslist.org  
**Subject:** Re: 1993 Fire Engine- HME, Central States

So I have looked around and have found that Fire Engines similar to this one are priced between 5k to 7k. Not sure if it will even come close but I'd be all in at 6200 cash. I think because the market is so flooded with them right now is why we are seeing these price's.

On May 29, 2018 9:07 AM, "craigslist 6563720467" <rbjs7-6563720467@sale.craigslist.org> wrote:

Yes it is still available.

Please let me know if you have any questions.

Thanks you.

---

**From:** shyanajohnson [mailto:3ef4db7b0e2b31a9b2e3efc0caa75706@reply.craigslist.org]  
**Sent:** Sunday, May 27, 2018 7:22 PM  
**To:** rbjs7-6563720467@sale.craigslist.org  
**Subject:** 1993 Fire Engine- HME, Central States

Still have the fire truck gor sale

<https://portland.craigslist.org/clk/cto/d/1993-fire-engine-hme-central/6563720467.html>

Happy Connecting. Sent from my Sprint Samsung Galaxy S® 5

**EAST COUNTY FIRE & RESCUE**  
Policies, Procedures, and Guidelines

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**SUBJECT: Internet and Computer Use Policy**

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**PPG NUMBER: 00.3**

**PAGE: 1 of 2**

**DATE OF ISSUE: 07-17-07**

**APPROVED BY:**

*Michael J. Fogarty*  
Board Chair

**REVIEWED: 09-05-2017**

**BY: Board**

---

**POLICY:**

The purpose of this policy is to delineate policies and procedures related to electronic communication acquisition and use by District officials, employees and volunteers.

District computer systems shall include but not be limited to, portable lap tops, personal workstations, server stations, phone lines, data lines, hardware, and all software purchased and owned by the District.

**Computer Usage:**

As a District official, employee or volunteer, you are likely to use computers extensively in duties and tasks related to the agency. In order to protect the agencies computer systems from viruses and ensure that the software used is compatible with the agencies computers only software acquired or approved by a department head may be installed on District computers. Before installing any software not acquired by the department, you must gain approval from the Chief or his designee, or the Information Technology manager.

**Electronic Mail:**

All electronic media should be professional and business-like. All E-Mail should be viewed as public communications and this media should only be used in a manner that would not be considered inappropriate in the workplace. Some examples of inappropriate communications would be ones that are sexual in nature, racial comments, religious or political solicitations, insubordinate comments or comments which violate confidentiality.

**Internet Access:**

The Internet provides a valuable tool for research, interaction, communication, and delivery of services.

Except as permitted herein for personal use, all approved internet usage within the department shall be relevant to the job which the user is expected to perform for the agency and to enhance the value, knowledge, or productivity of that job.

Acceptable business use of the Internet will vary depending upon the nature of the employee's job. The following is a list of steps the department may take to limit or monitor employees' access to the Internet;

1. The agency reserves the right to monitor and block access to all inappropriate Internet sites.
2. The agency reserves the right to inspect any and all files stored in public or private areas of the agencies computers and networks to assure compliance with this policy.
3. No software or file downloads via the Internet into the agencies computers without prior approval. The downloads will then become property of the district.

**Personal Use:**

Personal use of the Internet is acceptable. Employees may use their Internet facilities for non-business research or browsing during mealtime or other breaks, or outside of work hours, provided that all other usage policies are adhered to.

**Expectation of No Privacy:**

Employees should have no expectation of privacy, both internally and externally. Remember, all activities are traceable; E-mail or any Internet usage can be compared to sending a postcard through postal mail. Send only information you would not expect others to find objectionable.

The agency administration has the absolute right to examine all the electronic transactions at anytime similar to its rights to examine other aspects of an employee's job. While this does not imply management will look at Internet access files or information, the right to do so is reserved.

The agency will comply with reasonable requests from law enforcement agencies for logs, diaries and archives on individuals' Internet activities.

**File Downloads:**

No files will be downloaded with out prior approval. Files that are downloaded from the Internet may have viruses that may cause damage to the agencies computers. Users are advised to use caution when downloading files. This includes ensuring files originate from professional sites and downloading files needed in your course of work. All agency computers should be installed with virus protection software and all downloaded files should be scanned to prevent infection by harmful viruses. Also any executable files should not be downloaded with out Chief or his designee approval

**Offensive Material:**

The Internet has representations on it of all types of interests, business, education and discussions that occur in a worldwide society. It is possible to accidentally venture into material which you or others may find personally offensive or which violates laws. If that occurs you are expected to immediately back out of such a site and return to acceptable uses of the Internet per this policy.

**THIS SAMPLE RESOLUTION WAS PREPARED FOR THE WASHINGTON FIRE COMMISSIONERS ASSOCIATION BY SNURE LAW OFFICE, PSC FOR INFORMATIONAL PURPOSES ONLY**

**DISTRICTS INTENDING TO ADOPT THIS RESOLUTION SHOULD CONSULT LEGAL COUNSEL PRIOR TO ADOPTING SUCH A RESOLUTION.**

Pursuant to RCW 43.19.648 effective June 1, 2018 local governments may have to satisfy 100% of their vehicle and equipment fuel needs from electricity or biofuel. This Resolution would allow a fire protection district or regional fire authority to opt out of the requirement for vehicles or equipment frequently used for emergency response.

Note: RCW 43.19.648(2)(c) provides that prior to a local government executing its authority to exempt vehicles from statutory requirements the local government **must** provide notice to the department of commerce of the exemption. However, the Department of Commerce rules only require a notice to be filed when filing annual reports and annual reports are not required for local governments that use under 200,000 gallons of gas and diesel per year.

\_\_\_\_\_  
**RESOLUTION NO. \_\_\_\_\_**

**ALTERNATIVE FUEL EXEMPTION**

**WHEREAS** the Washington state legislature has mandated that effective June 1, 2018, all local government subdivisions of the state are required to satisfy one hundred percent of their fuel usage for operating publicly owned vessels, vehicles, and construction equipment from electricity or biofuel; and

**WHEREAS** RCW 43.19.648(2)(c) authorizes local governments to elect to exempt police, fire, and other emergency response vehicles, including utility vehicles frequently used for emergency response, from the electricity and biofuel usage requirement; and

**WHEREAS** The District does not use 200,000 gallons or more of gasoline or diesel fuel on an annual basis; and

**WHEREAS** Pursuant to WAC 194-29-030(3), 194-29-040 and 194-29-080 the District is exempt the District from annual reporting requirements of RCW 43.19.648 and the emergency vehicle exemption notice requirement of RCW 43.19.648(2)(c)(ii).

**WHEREAS** the Board of Commissioners has considered the current availability of alternative fuel technologies available for emergency response vehicles and has determined that such technologies are not currently available to cost effectively meet the demands emergency response vehicles and it is in the best interest of the District to formally exempt all District owned fire and emergency response vehicles from the electricity and biofuel usage requirements at the present time; and

WHEREAS the Department of Commerce has published Alternative Fuel and Vehicle Procurement Guides (Exhibit A) that provide criteria for determining whether alternative fuels and vehicles are appropriate for the District's nonemergency response vehicle.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of \_\_\_\_\_ that all District owned fire and emergency response vehicles are hereby exempt from the electricity and biofuel usage requirement established under RCW 43.19.648 until such time as such vehicles can meet the demands of emergency response vehicles and become available on the open market at competitive lifecycle costs.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Board of Commissioners of \_\_\_\_\_ that the District will, within the budgetary limitations of the District, follow the Department of Commerce Alternative Fuel and Vehicle Procurement Guide set forth in Exhibit A when replacing and purchasing nonemergency response vehicles.

**Adoption:** ADOPTED by the Board of Commissioners of \_\_\_\_\_, \_\_\_\_\_ County, Washington, at an open public meeting of such Board on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_, the following Commissioners being present and voting:

## Exhibit A

### *Decision-making Guidance for Procurement Rules (WAC 194-29)*

#### VEHICLES

- 1) Is a battery-only or hybrid electric vehicle equivalent to the vehicle you're looking to replace available either through state procurement or on the open market? If not, go to 2.
  - a) Does it meet your operational needs? Will it perform the required functions? If not, go to 2.
  - b) Can charging be accommodated on a routine basis (remember, charging infrastructure and creative fleet management can resolve most vehicle charging concerns)? If not, go to 2.
  - c) Compare the lifecycle costs of equivalent electric vehicles with the vehicle you'd otherwise procure. If the electric vehicles are more expensive, go to 2.
  - d) **Purchase an electric vehicle.**
- 2) Is a propane or natural gas vehicle (dedicated fuel or dual-fuel) or conversion package available that meets your operational needs? If not, go to 3.
  - a) Compare the lifecycle costs of propane or natural gas vehicles with the vehicle you'd otherwise procure. If the propane or natural gas vehicles are more expensive, go to 3.
  - b) **Purchase a propane or natural gas-fueled vehicle, or convert an existing vehicle to propane or natural gas.**
- 3) Are you purchasing a diesel vehicle? If not, go to 4.
  - a) **If more than one option is available at the same price, purchase the vehicle with an engine warranty that covers the highest level of biodiesel use.**
- 4) Consider leasing your gasoline vehicle in order to take advantage of new alternative fuel and vehicle technologies and associated cost-savings in a timely manner.

#### FUELS

- 1) Are you fueling a diesel vehicle? If not, go to 2.
  - a) **Use a 5% biodiesel blend (B5) when the price is no more than 1% higher than #2 diesel.**
  - b) **Use higher biodiesel blends (e.g. B10, B20) to the level covered by engine warranties when the price is no more than 1% higher than #2 diesel (including cost of additives needed to ensure storage and performance).**



- c) **Use renewable diesel, or the highest available blend of renewable diesel and #2 diesel, when the price is no more than 1% higher than #2 diesel.**
- 2) Are you fueling a flex-fuel vehicle? If not, go to 3.
  - a) **Use flex-fuel when the price is at least 20% less than regular gasoline.**
- 3) Are you fueling a natural gas vehicle? If not, go to 4.
  - a) **Use renewable natural gas, or the highest available blend of renewable and conventional natural gas, when the price is competitive with conventional natural gas.**
- 4) Are you fueling a propane vehicle? If not, go to 5.
  - a) **Use renewable propane, or the highest available blend of renewable and conventional propane, when the price is competitive with conventional propane.**
- 5) Local governments are encouraged to install electric vehicle charging infrastructure in all fleet parking and maintenance facilities, and incorporate charging into all new facility construction and substantial remodeling projects.

