EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

January 7, 2020 Station 91 6:30 PM

AGENDA

CALL TO ORDER:

Flag Salute

COMMISSIONER OATH OF OFFICE:

Joshua Seeds-Oath of Office Mike Taggart-Oath of Office

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

- 1. Approval of December 17, 2019 Regular Board Meeting Minutes
- 2. Approval of December 17, 2019 Local BVFF&RO 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:

FIRE DISTRICT BUSINESS:

- o Purchase Request Approval SonicWall Renewal
- o Update on Surplus Vehicles
- o Station 95

COMMITTEE MEETINGS:

- O Communication with Neighboring Elected Officials
 - o Camas January 27, 2020, 3:00 PM, Station 91
 - o City of Washougal TBA
- O Risk Group TBA
- o Safety Committee Representative January 15, 2020, 7:30 PM, Station 91
- o Revenue Exploratory Committee
- o ECAAB

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar Strategic Planning Meeting, January 8, 2020, 2:00 PM Set date for next Revenue Exploratory Meeting

EXECUTIVE SESSION:

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

ADJOURNMENT:

Next Regular Board Meeting: January 21, 2020, Station 91, 6:30 PM



EAST COUNTY FIRE & RESCUE CONSENT AGENDA January 7, 2020

- 1. Minutes -
 - December 17, 2019 Regular Board Meeting
 - December 17, 2019 Local BVFF&RO Meeting
- 2. Invoices
 - \$29,559.74
 - i. Check Nos.11554 11567 dated December 23, 2019
- 3. Approved Commissioner Stipends January 10 Pay Date

For the Period December 16 - December 31								
Name	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	Total		
Berg	1	0	0	0	0	1		
Martin	1	0	0	0	2	3		
Petty	1	0	0	0	1	2		
Seeds	1	0	0	0	0	1		
Taggart	1	0	0	0	0	1		

- 4. Voided/Destroyed Claims/Payroll Warrants
 None
- 5. Payroll/Benefits/EFT's
 - \$49,213.28 (Payroll)

Commissioner Martha Martin – Chair	Commissioner Mike Taggart – Vice Chair
Commissioner Mike Berg	Commissioner Sherry Petty
Commissioner Joshua Seeds	

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

December 17, 2019 Station 91 6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin Mike Berg Bob Jacobs Mike Taggart Joshua Seeds Pam Jensen

Sherry Petty Mike Carnes

CALL TO ORDER:

The meeting was called to order by Chairperson Martha Martin at 18:30 at Station 91. Flag Salute was led by Chief Mike Carnes.

AGENDA ADJUSTMENTS:

None

CONSENT AGENDA:

- 1. Approval of December 3, 2019 Regular Board Meeting Minutes
- 2. Approval of December 3, 2019 Local BVFF&RO Meeting Minutes
- 3. Approval of December 4, 2019 Special Meeting Minutes
- 4. Approval of Financial Transactions
- 5. Excuse Absent Commissioner(s):

Motion by Commissioner Petty to approve the consent agenda, seconded by Commissioner Taggart. Motion passed unanimously.

Motion by Chairperson Martin to approve the garage sale stipend, seconded by Commissioner Taggart. Motion passed unanimously.

Motion by Chairperson Martin to approve a stipend for Commissioner Berg for the transfer of items left from the garage sale to the waste station, seconded by Commissioner Taggart. Motion passed unanimously.

OPEN TO PUBLIC:

None

CORRESPONDENCE:

Chief Carnes let those in attendance know the letter from Clark County Fire District 6 was to inform the district of Commissioner Dean Bloemke's resignation as of December 31, 2019 and there would be a celebratory presentation and refreshments on Tuesday, December 17th at Station 61 at 7:35 PM.

STAFF REPORT:

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

Assistant Chief Jacobs gave his report as follows:

November EST training was Tuesday, November 26th at Station 93, 7:00 PM.

No DOC or EST training in December.

C.A.R.O.L. box packing in December, pack on the 18th, deliver on the 21st.

New four door squad chassis should be here in late February or early March, they will update the delivery date as it gets close.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing new to report.

SAFETY REPORT:

- Last Safety Committee meeting was on November 25, 2019.
- Next Safety Committee meeting is scheduled for January 15, 2020 at Station 91, 7:30 PM. Two reported accidents/incidents since the last board meeting. One involving E91 unable to back uphill in a steep slippery driveway. There was not sufficient room to turn around, required a tow truck to get up the driveway. The other involved S91 and a box truck on Ammeter Road as the two vehicles passed each other the mirrors touched which resulted in a broken mirror on S91 and minor paint damage, fortunately the driver's window was closed which kept broken glass from hitting the driver.

FIRE DISTRICT BUSINESS:

Update on Surplus Vehicle

In the process of removing the vehicle decals.

Station 95

An extension has been signed with the City of Washougal. Discussed the options Attorney Brian Snure recommended in regards to the Quit Claim Deed. The board directed Chief Carnes to inform the property owner of RCW 7.28.090 Adverse possession-Public lands. The maintenance requests from the City of Washougal were discussed. The board agreed to pay up to \$2,000.00 of the cost for the flashing above the windows upon completion of the sale of the property.

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials

City of Camas – Was held on December 9, 2019, 5:00 PM, Camas City Hall.

Discussion was held pertaining to the December 9th meeting attended. The next meeting will be Monday, January 27, 2020, Station 91, 3:00 PM.

City of Washougal – TBA

Risk Group

To be held in January 2020

Safety Committee Representative

To be held on January 15, 2020, 7:30 PM, Station 91

Revenue Exploratory Committee

ECAAB

TBA

COMMISSIONER COMMENTS:

Commissioner Seeds said he really enjoyed spending time with everyone on Saturday at the garage sale.

Chairperson Martin reminded the admin staff that a Cyber Security policy is needed. Chairperson Martin said she confirmed via email with Kelly Moyer that ECFR meetings will be listed in C-W Post Record. Commented and had discussion on the ESCI meeting attended that was held at Washougal. Made those in attendance aware that she attended the Port of Camas-Washougal Meeting last night and it was Commissioner Bill Ward's last meeting. The Port of Camas-Washougal has changed their meeting dates to the 1st and 3rd Wednesdays at 5:00 PM. Chairperson Martin asked to consider having the Snure trainings here locally next year and she will be doing the State of the District column and will bring it to the board before submitting to the CW Post Record and wanted to thank everybody for an awesome year.

OPEN TO PUBLIC:

None

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

None

ROUND TABLE:

Monthly Event Calendar Strategic Planning Meeting, January 8, 2020, 2:00 PM

EXECUTIVE SESSION:

RCW 42.30.140 (4) (a) Relating to collective bargaining issues and negotiations. RCW 42.30.110 (g) Review the performance of a public employee.

The board went into executive session at 19:50 for 30 minutes.

An extension was announced until 20:40

An extension was announced until 20:45

An extension was announced until 20:55

The board reconvened at 20:55

Motion by Commissioner Taggart to approve a 3% wage increase for Chief Carnes, seconded by Commissioner Berg. Motion passed unanimously.

ADJOURNMENT:

Next Regular Board Meeting: January 7, 2020 Station 91, 6:30PM

Motion by Commissioner Taggart to adjourn at 20:56 hours, seconded by Commissioner Petty. Motion passed unanimously.

Martha Martin, Chairperson	21	Michae	el Taggart, Vic	e Chair

Sherry Petty, Commissioner	Mike Berg, Commissioner
Joshua Seeds, Commissioner	
ATTEST:	DISTRICT SEAL:
Pam Jensen District Secretary	

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes December 17, 2019

CALL TO ORDER:			
The meeting was called to order by Cha	airperson Martha	a Martin at 19:46 at Statio	on 91.
The following were in attendance:			
Martha Martin	Mike Taggart		Sherry Petty
Joshua Seeds	Mike Berg		Mike Carnes
Robert Jacobs	Pam Jensen		Wike Carries
Robert Jacobs	1 am Jensen		
9			
BUSINESS:			
None			
ADJOURNMENT:			
The Local Board adjourned at 19:46			
Respectfully Submitted,			
respectivity buomitted,			
Sherry Petty, Commissioner,	-9	Tod Comm. EE2- Asses	T !::::::
		Tad Crum, FF's Assoc.	Liaison
Mike Berg, Alternate			
Bob Jacobs, Chief's Rep.		Martha Martin, Chair	
		Michael Taggart, Altern	nate
		DISTRICT SEAI	
		DISTRICT SEAL	⊿•
Dans James District Country			
Pam Jensen, District Secretary			
Bob Jacobs, Alternate			

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	County Fire AG#: 1060	& Rescue		1	2/16/2019 To: 12/31/	/2019	Time: 11:	47:32 Dat Pag		01/02/202
Trans	Date	Type	Acct#	Chk#	Claimant		Amoun	Memo		
1302	12/23/2019	Claims	6291	11554	CLARK PUBLIC UTI	LITIES	1,514.75	Account # 71 7200-239-7; A		-4; Account #
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1303	12/23/2019	Claims	6291	11555	CONSOLIDATED ELECTRICAL DISTRIBUTORS		120.97	Invoice # 895	1-5085	585
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1307	12/23/2019	Claims	6291	11559	NI GOVERNMENT SERVICES, INC		30.20	Invoice # 911	133375	52
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1308	12/23/2019	Claims	6291	11560	NW NATURAL		703.34	Account # 20 1264540-4	74612-	9; Account #
		001 - 522 50 001 - 522 50					Usage 11/14/ Usage 11/18/			
1309	12/23/2019	Claims	6291	11561	PACIFIC TRUCK & TRAILER SERVICE,	INC	1,150.54	Invoice # 201 2019-30871	9-3086	4; Invoice #
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East County Fire & Rescue

MCAG#: 1060

12/16/2019 To: 12/31/2019

Time: 11:47:32 Date: 01/02/2020

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East County Fire & Rescue MCAG #: 1060

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			•	Claims:	6,329.20
				29,559.74 Payroll:	

East County Fire & Rescue

MCAG#: 1060 12/16/2019 To: 12/31/2019 Time: 11:48:27 Date: 01/02/2020

49,213.28 Payroll:

49,213.28

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Trans Date Type Acct# Chk# Claimant Amount Memo 1275 12/25/2019 Payroll 6291 **EFT** 2,069.13 Payroll 1276 12/25/2019 6291 **EFT** 539.68 1277 12/25/2019 Payroll 6291 **EFT** 2,817.97 1278 12/25/2019 Payroll 6291 **EFT** 2,746.30 1279 12/25/2019 Payroll 6291 **EFT** 650.88 Payroll 1280 12/25/2019 6291 **EFT** 1,995.49 1281 12/25/2019 Payroll 6291 **EFT** 2,117.16 1282 12/25/2019 Payroll 6291 **EFT** 654.27 1283 12/25/2019 Payroll 6291 **EFT** 532.85 1284 12/25/2019 Payroll 6291 **EFT** 1,712.99 Payroll 1285 12/25/2019 6291 **EFT** 2,400.96 1286 12/25/2019 Payroll 6291 **EFT** 914.31 1287 12/25/2019 Payroll 6291 **EFT** 1,340.31 1288 12/25/2019 Payroll 6291 **EFT** 589.42 1289 12/25/2019 Payroll 6291 **EFT** 471.54 1290 12/25/2019 Payroll 6291 **EFT** 1,609.37 1291 12/25/2019 Payroll 6291 **EFT** 733.66 1292 12/25/2019 Payroll 6291 **EFT** 235.77 1293 12/25/2019 Payroll 6291 **EFT** 720.55 1294 12/25/2019 Payroll 6291 **EFT** 436.14 1295 12/25/2019 Payroll 6291 **EFT** 1,799.97 1296 12/25/2019 Payroll 6291 **EFT** 2,243.23 1297 12/25/2019 Payroll 6291 **EFT** 2,184.36 1298 12/25/2019 Payroll 6291 EFT IAFF2444 606.98 Pay Cycle(s) 12/25/2019 To 12/25/2019 - IAFF Dues EFT DEPT OF RETIREMENT 1299 12/25/2019 6291 Payroll 10,498.63 Pay Cycle(s) 12/25/2019 To 12/25/2019 - DComp; Pay **SYSTEMS** Cycle(s) 12/25/2019 To 12/25/2019 - PERS2; Pay Cycle(s) 12/25/2019 To 12/25/2019 - PERS3; Pay Cycle(s) 12/25/2019 To 12/25/2019 - LEOFF2 1300 12/25/2019 6291 EFT IRS Payroll 6,230.36 941 Deposit for Pay Cycle(s) 12/25/2019 - 12/25/2019 1301 12/25/2019 Payroll 6291 EFT OR Department of Revenue 361.00 Pay Cycle(s) for OR Tax12/25/2019 - 12/25/2019 001 General Fund 49,213.28

Chief's Report

1-7-2020

Calls since last Commissioner meeting: 40

EMS: 32

Fire: 1

Other: 7

Calls YTD: 2018-930

2019-936

2020-5

Staff Overtime Numbers:

Budget Amount: \$97,284.00

Used YTD:

\$90,920.89

% Used:

93.46%

Brown outs since last meeting: 6

11 callback shifts (2-Vac, 4-Kelly, 5-Sick) Covered by 5 Volunteer shifts & 6 Brown-outs

- 2019-Evaluations for Company Officers and Administrative Staff have been completed.
- CWFD and ECFR would like to thank all members and commissioners who helped pack boxes and made deliveries for the X-Mas CAROL program this past year.
- Attended a retirement gathering for Fire District #6 Chief, Jerry Green at Station 61 on Monday, 12-23-19. Chief Green was the chief for Fire District #1 back in the day.
- Captain Troutman will be returning to work on Friday, January 10th. He has been off for about 2 months due to a medical procedure.

AC Jacobs Report

1-7-20

New four door squad chassis should be here in late February or early March, they will update the delivery date as it gets closer.

January DOC training Monday 1-13-20 Sta. 91 7 PM. January EST training Monday 1-27-20 Sta. 93 7 PM.

Safety Report

Last safety committee meeting was 11-25-2019.

Next safety committee meeting 1-15-2020 Sta. 91 7:30 PM.

No reported accidents /incidents since the last board meeting.

EAST COUNTY Fire and Rescue

PURCHASING REQUEST FORM

REQUESTED ITEM(S): Sonicwall Renewal
BRAND/MODEL/VENDOR/PART NUMBER:
APPARATUS / STATION NUMBER:
ESTIMATED COST OF REQUESTED ITEM: \$1139.80
EXPLAIN THE NEED FOR REQUESTED ITEM:
Subscription renewal to maintain cyber security
PERSON REQUESTING THE PURCHASE: Linda Durrett
DATE: 01/06/2020
BUDGET CODING: SUB 522 ELE 10 OBJ 33 ID 000 DATE NEEDED BY:
DO NOT WRITE BELOW THIS LINE
AUTHORIZATION FOR PURCHASE: AUTHORIZED SIGNATURE
DATE ORDERED:
VENDOR:
TOTAL COST:
PAYMENT METHOD: VISA M/C NET 30 P/C
COMMENTS:

H:\My Documents\Forms\Purchasing Request.doc 1 of 1

1/6/2020

page

QUOTE CONFIRMATION



DEAR LINDA DURRETT,

Thank you for considering CDW \bullet G for your computing needs. The details of your quote are below. <u>Click here</u> to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LDFG336	1/3/2020	SONICWALL RENEWAL	10704219	\$1,139.80

			EXT. PRICE
2	3704371	\$525.74	\$1,051.48
	2	2 3704371	2 3704371 \$525.74

Contract: PROMARK GSA SCHEDULE (GS-35F-303DA)

PURCHASER BILLING INFO	SUBTOTAL	\$1,051.48		
Billing Address: EAST COUNTY FIRE & RESCUE	SHIPPING	\$0.00		
ACCTS PAYABLE 600 NE 267TH AVE	SALES TAX	\$88.32		
CAMAS, WA 98607 Phone: (360) 835-8920	GRAND TOTAL	\$1,139.80		
Payment Terms: Net 30 Days-Govt State/Local				
DELIVER TO	Please remit payments to:			
Shipping Address: EAST COUNTY FIRE & RESCUE LINDA DURRETT 600 NE 267TH AVE CAMAS, WA 98607 Phone: (360) 835-8920 Shipping Method: ELECTRONIC DISTRIBUTION	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515			

Need	Assistance?	CDW+G SALES CONTACT IN	FORMATION	
Haleigh Byrnes	1	(866) 405-6213	1	halebry@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager

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Jan 2020 - East County Fire & Rescue

Sun	Mon	Tue	Wed	Thur	T.	Sat
THE STATE OF THE S			Jan 1 BSHIFT	2 C SHIFT	3 A SHIFT	4 B SHIFT
5 C SHIFT	6 ASHIFT	7 BSHIFT	8 CSHIFT	9 A SHIFT	10 BSHIFT	11 CSHIFT
		Events Commissioner Meeting 18:30 - 21:00 Station 91	Events Strategic Planning Meetin. 14:00 - 16:00 Station 91			
12 ASHIFT	13 BSHIFT	14 CSHIFT	15 A SHIFT	16 BSHIFT	17 CSHIFT	18 ASHFT
19 BSHIFT	20 CSHIFT	21 A SHIFT	22 B SHIFT	23 C SHIFT	24 A SHIFT	25 B SHIFT
		Events Commissioner Meeting 18:30 - 21:00 Station 91	Events O⊤EP 19:00 - 21:00 Station 91			
26 CSHIFT	27 A SHIFT	28 BSHIFT	29 CSHIFT	30 A SHIFT	31 B SHIFT	
	Events City of Camas Meeting 15:00 - 16:30 Station 91	ų.		,		
Indicates time start Events and Time O	★ Indicates time starts on following calendar day * Events and Time Off follow default Split Time of Day of 07:00	07:00	Observation and the second sec		8	Appropriate the second

^{*} Events and Time Off follow default Split Time of Day of 07:00