REGULAR BOARD OF FIRE COMMISSIONERS MEETING

January 3, 2017 Station 91

7 PM

AGENDA

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

- 1. Approval of December 20, 2016 Regular Board Meeting Minutes
- 2. Approval of December 20, 2016 Local BVFF&RO Meeting Minutes
- 3. Approval of December 29, 2016 Special Board Meeting
- 4. Approval of January 3, 2017 Financial Statement
- 5. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

Fire Marshal's Office

STAFF REPORT:

Chief Swinhart
Deputy Chief Carnes
Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCATION:

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

EMS Fire Partners Meeting in January

(See Reverse)

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

Invoice voucher for medical treatment
Invoice voucher for exam reimbursement

ROUND TABLE:

EXECUTIVE SESSION:

ADJOURNMENT:

Next Regular Board Meeting: January 17, 2017, Station 91, 7 PM

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

December 20, 2016 Station 91 **7 PM**

Draft Minutes

ATTENDANCE:

Martha Martin Tom Gianatasio Kacie Jones

Nick Swinhart Richard Hamby Mike Taggart Robert Jacobs

Tad Crum James Troutman Larry Wagoner

Sherry Petty

Mike Berg Mike Carnes Ryan Gonzales

Alex Harrington

CALL TO ORDER: 19:00 PM

Flag Salute

GUESTS:

None

AGENDA ADJUSTMENTS:

None

CONSENT AGENDA:

- 1. Approval of December 6, 2016 Regular Board Meeting Minutes
- 2. Approval of December 6, 2016 Local BVFF&RO Meeting Minutes
- 3. Approval of December 20, 2016 Financial Statement
- 4. Excuse Absent Commissioner(s):

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

OPEN TO PUBLIC:

Nothing

CORRESPONDENCE:

None

STAFF REPORT:

Chief Swinhart reiterated that C.A.R.O.L. delivery is December 21st, 4:00PM at Station 42 Deputy Chief Carnes gave his report, a copy is in the packet. Chief Jacobs gave his report, a copy is in the packet. Secretary Jones gave a brief overview of the budget.

VOLUNTEER FIRE FIGHTERS ASSOCATION:

Nothing

SAFETY REPORT:

Chief Jacobs read his report. He commended crews for getting through the inclement weather with no incidents.

FIRE DISTRICT BUSINESS:

Approve 2017 Schedule of Regular Board Meetings:

Motion by Commissioner Berg to accept the Schedule, seconded by Taggart. Motion passed.

Consider MOU with Clark County Treasurer:

Motion by Commissioner Berg to approve the MOU, seconded by Taggart. Motion passed.

Review Sample Consent Agenda for Use Beginning January 2017:

The Commissioners reviewed the sample agenda, a copy of which is in the packet. **Motion by Commissioner Berg** to approve the consent agenda, **seconded by Petty**. **Motion passed**.

FY 2017 Holiday Calendar:

Motion by Commissioner Berg to approve the Holiday Calendar, seconded by Petty. Motion passed.

Station 95 Quarters Use:

Chief Swinhart explained that Camas has hired two paramedics from out of state, and wanted to inquire about the possibility of offering some temporary housing at Station 95. Chief Carnes explained that he had reached out to the District's attorney and that the housing could not be provided for free, but could possibly be exchanged for services such as cleaning. The commissioners discussed potential benefits and negatives. Chief Swinhart will reach out to the paramedics to see if they have already secured housing before making any plans with Station 95.

Consider Quotes to Replace Countertops at Station 91:

Chief Carnes gave a brief overview of the three quotes provided by different companies for raising the countertops to facilitate replacing the dishwasher. Chief Carnes suggested forgoing the countertop replacement and purchasing the more expensive dishwasher that would fit. **Motion by Commissioner Taggart** to approve the dishwasher purchase up to \$1500 including installation, **seconded by Petty**. Berg votes nay. **Motion Passed**.

COMMISSIONER COMMENTS:

Commissioner Gianatasio wishes everyone a Merry Christmas. Commissioner Martin shared her 'State of the District', which included an overview of milestones and achievements throughout the year. She requested permission from the board to submit this summation to the paper in a guest column. By consensus, the board agreed.

OPEN TO PUBLIC: Captain Troutman introduced volunteer Ryan Gonz acknowledged by Chief Carnes for his exemplary acade	ales to the board. Ryan was recently mic accomplishments.
LOCAL BOARD FOR VOLUNTEER F/F & RESEI Nothing	RVE OFFICERS:
ROUND TABLE: Chief Carnes will be attending the Snure seminates.	ar in Olympia in February.
EXECUTIVE SESSION: None	
Motion by Commissioner Gianatasio to adjourn,	second by Taggart. Motion passed.
ADJOURNMENT: 19:56	
Martha Martin, Chairperson	Mike Taggart, Vice Chair
Tom Gianatasio, Commissioner	Mike Berg, Commissioner

Sherry Petty, Commissioner

Kacie Jones, District Secretary

ATTEST:

DISTRICT SEAL:

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes December 20, 2016

CALL TO ORDER:			
The meeting was called to and as by Chairman M. (1)	. 5 50 D. 6	~	2277

The meeting was called to order by Cha	irperson Martha Martin at 7:58 PM	M at Station 91.
The following were in attendance: Martha Martin Tom Gianatasio Kacie Jones Nick Swinhart Richard Hamby	Mike Taggart Robert Jacobs Tad Crum James Troutman Larry Wagoner	Sherry Petty Mike Berg Mike Carnes Ryan Gonzales Alex Harrington
BUSINESS: There is no business tonight.		
ADJOURNMENT: The Local Board adjourned at 7:59 PM.		
Respectfully Submitted,		
Tom Gianatasio, Commissioner, Sherry Petty, Alternate	Tad Crum, FF's Paula Knapp, FF's	Assoc. Liaison s Assoc. Liaison Alternate
Kacie Jones, District Secretary Bob Jacobs, Alternate	Martha Martin, Mike Taggart, A	
	DISTRICT	SEAL:

Bob Jacobs, Chief's Rep.

SPECIAL BOARD OF FIRE COMMISSIONERS MEETING
December 29, 2016
Station 91

Draft Minutes

ATTENDANCE:

Martha Martin Tom Gianatasio Nick Swinhart Mike Carnes Mike Taggart Mike Berg Karen Gianatasio Robert Jacobs

Sherry Petty Kacie Jones James Troutman

CALL TO ORDER: 18:30 PM

Commissioner Martin called the meeting to order and explained that the purpose of the meeting is to consider the purchase of an ambulance that the City of Camas will be declaring as surplus. Chief Swinhart explained that the City of Camas was going to trade in an older ambulance on the purchase of their newest apparatus, but the City would be willing to sell the older ambulance to East County if that would be beneficial. Chief Jacobs explained that East County does not currently have a rehab apparatus that can provide shelter. Comparable apparatus would cost almost twice as much. Chief Carnes explained that operationally, a rehab unit is needed. Additionally, a rehab unit is great for public outreach and supporting public events. The commissioners asked a number of questions regarding the apparatus' condition, service history, technical specifications, proposed modifications, and discussed potential disposition of other current East County apparatus. The meeting moved to the truck bay, where the ambulance could be physically inspected. When the meeting regrouped in the community room, the commissioners shared final thoughts. **Motion by Commissioner Taggart** to purchase M45 for \$2,500, **seconded by Berg**. Gianatasio votes nay. **Motion passed**.

Meeting adjourned: 19:42 PM	
Respectfully Submitted,	
Martha Martin, Chairperson	Mike Berg, Commissioner
Tom Gianatasio, Commissioner	Sherry Petty, Commissioner
Mike Taggart, Commissioner	DISTRICT SEAL:
ATTEST:	
Kacie Jones, District Secretary	

Financial Data

Balance Summary January 3, 2017

Balances reflect as of close of business 1/02/2017 Nov 2016 Allocation Rate 0.706%

Fund	Fund Name	Cash	Investment at Cost	Encumbered		Balance
6291	East County Fire & Rescue		\$ 2,125,981.84	\$24,057.87	\$	2,101,923.97
6291-1	New Tender FD 9		\$ 749,297.29		\$	749,297.29
6291-2	Capital Facility		\$ 41,545.69	102	\$	41,545.69
6291-3	Leave Accrual		\$ 42,675.95		\$	42,675.95
6291-4	Safer Grant Year 3		\$ -		\$	-
6291-5	Plans Trailer Copier		\$ 2,035.83		\$	2,035.83
6248	Fire District 9 GO Bond Fund		9		\$	
6292	Fire District 9 Capital Fund				\$	-
Transmittals	TOTALS	\$0.00	\$ 2,961,536.60		\$	2,937,478.73
TR2016 ECFR	12/2/16	\$259.95				
TR2016 ECFR	12/6/16	\$13,614.56			72	
TR2016 ECFR	12/7/16	\$3,659.97				
TR2016 ECFR	12/9/16	\$ 2,594.96	Payroll Costs for SM24 \$46,086.85		86.85	
TR2016 ECFR	12/15/16	\$ 209.41				
TR2016 ECFR	12/20/16	\$ 3,719.02				
TR2016 ECFR						
TR2016 ECFR			6			

^{*}Previously paid transmittals submitted and paid per Resolution #177-03182014

BT:



proud past, promising future

DEPARTMENT OF COMMUNITY DEVELOPMENT

Fire Marshal's Office

December, 2016

Dear Business Owner / Operator:

This letter is to inform you of some changes regarding Clark County's Fire and Life Safety Inspection Program that are taking effect in January 2017.

The county's current inspection program includes a limited number of businesses county-wide. During 2016, I have been working with the Clark County Council to create a program that ensures <u>ALL</u> businesses in the unincorporated areas are inspected on a regular schedule, based on their specific risk factors. Those businesses with lower risk factors would be inspected less frequently (every 3 years) than those with higher levels of risk (every 2 years or annually). The enhanced inspection program is intended to ensure that businesses continue operating in a safe manner and are in compliance with applicable state fire and building codes.

Beginning with our next scheduled visit, the Fire Inspector will place your business into the appropriate inspection frequency. The criteria used to determine your inspection frequency are enclosed. To use the tables, start with the table titled 'Occupancy Classification' to find your business type based on the descriptions. The column on the right of this page shows the risk level and ultimately the inspection frequency for the business. If your business contains any of the operations listed on the table "Type of Operational Permit' (on the back side of this letter), find the hazard level of the operation in the columns as applicable. Your business may see a reduced level of inspections depending on your occupancy classification and the operations being conducted.

With the program change, the County Council also changed the fees that are charged for the inspections. Currently, the county charges \$130 per hour for all work associated with the inspections we conduct (including time for travel, re-inspections, and administrative work in the office). With the new program the hourly rate will be replaced by a flat fee system for the inspection based on building size and the number of operational permits to be issued (if any). This allows for businesses to be able to anticipate costs from year to year. The new fee table is enclosed.

If you have any questions, please contact me directly at (360) 397-2375 X 4116 or via e-mail at <u>jon.dunaway@clark.wa.gov</u>.

Yours in fire and life safety,

Jonathan Dunaway

Clark County Fire Marshal

	Hazard Level (Inspection Frequency)			
Type of Operational Permit	Low	Moderate	High	
ype at a potational to time	(3 yrs or as needed)	(2 yrs)	(Annual)	
Aerosol products	(c) is or as necessary	(E yie)	X	
Amusement buildings	X			
Aviation facilities	~ -		Х	
Carbon dioxide systems			X	
Carnivals and fairs	X		^	
Cellulose nitrate Film	x			
Combustible dust producing				
Combustible fibers		х	X	
Compressed gases				
Covered mall buildings			Х	
Cryogenic fluids		X		
Cutting and welding		X		
		V -	Х	
Dry cleaning plants Exhibits and trade shows	 	Х		
	X			
Explosives	X			
Fire hydrants and valves	X			
Flammable and combustible liquids			X	
Floor finishing	X			
Fruit and crop ripening	X			
Fumigation and thermal insecticidal fogging	X			
Hazardous materials			Χ	
Hazardous production materials			X	
High-piled storage		Х		
Hot work operations		Х		
Industrial ovens		X		
Lumber yards and woodworking plants			Х	
Liquid or gas-fueled vehicles in public	Х			
assembly buildings				
Liquified Petroleum Gas (propane)			X	
Magnesium (melt,cast,heat treat, or grind)	X			
Marijuana extraction systems			Х	
Miscellaneous combustible storage	X			
Motor fuel dispensing			Х	
Open burning	X			
Open flames and torches	X			
Open flames and candles	X			
Organic coatings	Ŷ			
Places of public assembly	See Occupancy Clas	sification For Grou	n A Inonastiana	
Private fire hydrants	X X	Silication For Grou	p A inspections	
Pyrotechnic special effects	X			
Pyroxylin plastics				
Refrigeration equipment		Х		
Repair garages	X			
Rooftop heliports			X	
	Х			
Spraying or dipping operations			X	
Storage of tires and tire byproducts		Х		
Tents, canopies, membrane structures	X			
Tire-rebuilding plants		X		
Waste handling		X		
Wood products		Х		

Occupancy Classification Risk Level (Business Types as Defined by International Building Code) (Inspection Frequency) Low Moderate High (3 yrs) (2 yrs) (Annual) Places of public assembly, Division 1 Concert halls, theaters, with fixed seating Places of public assembly, Division 2 X Banquet halls, nightclubs, restaurants, taverns, bars Places of public assembly, Division 3 X Arcades, art galleries, bowling alleys, community halls, courtrooms, dance halls (no food or drink), exhibition halls, gymnasiums, tennis courts, swimming pools (no spectator seating), lecture halls, libraries, museums, churches, pool and billiard parlors Places of public assembly, Division 4 X Arenas, skating rinks, tennis courts, swimming pools with spectator Places of public assembly, Division 5 X Amusement park structures, bleachers, grandstands, stadiums Business X X X Includes office, professional or service-type transactions such as No Operational Mod Hazard High Hazard ambulatory health care, banks, civic administration, colleges **Permits** Op Permit Op Permit Educational X Kindergarten through 12th grade facilities, daycares Factory Industrial X X X Manufacturing occupancies No Operational Mod Hazard High Hazard **Permits** Op Permit Op Permit High-hazard occupancies Buildings and structures containing materials that pose detonation, X deflagration, readily support combustion, physical, and health hazards, and semi-conductor fabrication facilities using HPM Institutional occupancies Buildings in which people are cared for or live in a supervised X environment having physical / mental limitations, correctional facilities, where occupants are incapable of self-preservation M Mercantile occupancies X X X Buildings for the display and sale of merchandise, includes No Operational Mod Hazard High Hazard department stores, drug stores, markets, motor-fuel dispensing Permits Op Permit Op Permit facilities, retail or wholesale stores Residential, Division 1 Buildings used for sleeping units (transient accommodations) including hotels and motels X X Residential, Division 2 sprinkler without Containing more than two dwelling units for primarily permanent protected fire occupants including apartments, dormitories, fraternaties. sprinklers nontransient hotels and motels Storage occupancies $\overline{\mathsf{x}}$ X

No Operational

Permits

Mod Hazard

Op Permit

High Hazard

Op Permit

Buildings occupied for storage uses of highly combustible materials

and motor vehicle repair facilities

Inspection Fee Table

For the purpose of performing inspections and related activities for occupancies 1 to 29,999 (if any) \$200 flat fee plus \$50 per operational permit (if any) \$250 flat fee plus \$50 per operational permit (if any) \$250 flat fee plus \$50 per operational permit (if any) \$30,000 to 69,999 (if any) \$30,000 to 99,999 (if any) \$300 flat fee plus \$50 per operational permit (if any) \$300 flat fee plus \$50 per operational permit (if any)	Fire and Life Safety Inspections	Building Square Footage	Fee
	he purpose of performing inspections and ed activities for occupancies	1 to 29,999	\$150 flat fee plus \$50 per operational permit (if any)
		30,000 to 69,999	\$200 flat fee plus \$50 per operational permit (if any)
		70,000 to 99,999	\$250 flat fee plus \$50 per operational permit (if any)
		100,000 or more	\$300 flat fee plus \$50 per operational permit (if any)

Deputy Chief Report

1-3-17

Calls since last Commissioner meeting: 33

EMS: 18

Fire: 5

Other: 10

Calls YTD: 2016-918

2015- **956**

Brown outs since last meeting:

12/25/16, 12 hours at 94, 0700-1900

12/28/16, 24 hours at 94, 0700-0700

- Interview Panel scheduled for FT candidates on January 21, 2017 at Station 91
- Continue work with Day Wireless on radio issues at Station 94.
- Continue work towards lowering utility costs at 93.

AC Jacobs Report

1-3-2017

January ACC/EOC training 1-10-2017 Sta. 91 7 PM. planning a joint effort with the ares/races group to test their equipment.

January EST training is the Annual CPR refresher 1-11-16 Sta.91 7 PM.

We will have an extra EST event this month to move equipment from the current RH-93 to the new unit.

Safety Report

Safety Committee meeting was held 11-29-16.

Next safety committee meeting, 1-25-17 location TBD 7:30 PM.

Two reported accidents/incidents since the last board meeting.

From: East County Fire & Rescue

360 834 5454

12/08/2016 11:57 #612 P.002/003

WASHINGTON VOLUNTEER FIREFIGHTERS' AND RESERVE OFFICERS' RELIEF AND PENSION ACT

	/ invoice	Voucher		·
Date:	12/27/2016			
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		Phone	1761-6774	
NAME OF	FIREFIGHTER or RESERVE OFFICER:			
DATE OF SERVICE	ITEMIZE CLAIM OR ATTACH INVI	orce attraced	CPT CODE ANDUNT	AMOUNT
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audited to com	form. State Board for Vol Firefighters & Reserve Office	## [_ KO]	County Fire	E RESCUE
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PPROVED BY	WARRANT D	ATE:	WARRANT#	

EMERGENCY MEDICINE ASSOCIATES, PC P.O. BOX 742997 LOS ANGELES, CA 90074-2997

Patient Name

Account No.

Responsible Party

Statement Date

PAYMENT DUE

CONNOR M HORNE



CONNOR M HORNE

11/18/2016

\$296.00

You may pay your bill:



 Online at www.doctorpayments.com



By phone at

866-761-6774 with a credit card, M-TH 8 AM-9 PM FRI 8 AM-8 PM



 By mail with a check or credit card and this voucher

DATE	CPT	DESCRIPTION	CHARGES	PAYMENTS/ ADJUSTMENTS	NET DUE
06/13/2016 09/22/2016	99283	Provider: REED, FRANK A Voucher: 3056110 Diagnosis: S91.202A ER EXAM WORKERS COMP PAYMENT	296.00		
09/22/2016		WORKERS COMP TRANSFER WORK RELATED INJURY-LIABILITY OF WORKERS PLEASE CONTACT US w/WC INSURANCE	COMP -		296.00

THIS BILL IS OUTSTANDING, PLEASE FORWARD PAYMENT OR CONTACT OUR OFFICE

Total Amount Due ▶ \$296.00

Emergency Medicine Associates, PC 8 Oak Park Drive Bedford, MA 01730

Check here if you have updated your
information on the back of this voucher

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CONNOR M HORNE 600 NE 267TH AVE CAMAS WA 98607-6200

PAYMENT DUE DATE	SHOW AMOUNT PAID HERE		
11/18/2016	\$296.00	109 Theseno	
STATEMENT DATE	PAY THIS AMOUNT	ACCOUNT NO.	
EMAIL ADDRESS	MUST INCLUDE 3 E SECURITY CODE F BACK OF CARD	DIGIT ROM	
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Invoice Voucher

Date: 1/3/2017

TRANS CODE | FUND

APPROVED BY:

APPN IND

PROG IND

No.	NAME & ADDRESS OF CLAIMANT	CLAIMAN	IT MUST CO	MPLETE TH	S SECTION
East (County Fire & Rescue	VENDOR'S CERTIFICATE. I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ITEMS TOTALS LISTED HEREIN ARE PROPER CHARGES FOR SERVICES FURNISHED TO THE STATE (WASHINGTON, AND THAT ALL SERVICES RENDERED HAVE BEEN PROVIDED WITHOUT DISCRIMINATION ON THE GROUNDS OF RACE, CREED, COLOR, NATIONAL ORIGIN, SEX OR AC			HED TO THE STATE OF
	IE 267 Ave.	Signature of	GROUNDS OF RACE, C	CREED, COLOR, NATIONAL	L ORIGIN, SEX OR AGE.
	as, WA 98607	V			
Cama	15, VVA 90007	X	05.00	04477	
		SSN or Tax ID)# 35-22	041//	
		Phone # 360-	834-4908		9
NAME OF F	REFIGHTER or RESERVE OFFICER:				E .
DATE OF SERVICE	ITEMIZE CLAIM OR ATTACH INVOICE		CPT CODE	AMOUNT BILLED	AMOUNT ALLOWED*
	Pre-Entry Physical exams for new recruits I	isted below			
09/01/16	Erik Ackerman			100.00	100.00
04/14/16	Shelby DeLong	3000 vent (100 v		100.00	100.00
09/02/16	Michael Hongel			100.00	100.00
09/08/16	Zachary Hougan			100.00	100.00
09/02/16	Chakree Laochumnanvanit			100.00	100.00
09/26/16	Jacquelyn Paternina	1		100.00	100.00
03/17/16	Adam Webster			100.00	100.00
04/07/16	Anthony White			100.00	100.00
		Total		800.00	800.00
	FOR AGENCY USE ONLY		APPROVED	BY LOCAL BOA	RD
		X			
*		V		SIGNATURE OF	CHAIR OR MAYOR
		X	SIGN	IATURE OF SECT	RETARY OR CLERK
* We are requ	ired by RCW 41.24.110 to pay for physicians' services at a ceed Labor & Industries fee schedule. Your bill will be	Fact C			
audited to co	nform. State Board for Vol Firefighters & Reserve Officers	Lasi C	ourity	- 1910	Rescue
C	URR DOC SWV# VENDOR MESSAGE			NAME OF FIRE	DISTRICT OR CITY

WARRANT #: WASHINGTON VOLUNTEER FIREFIGHTERS' AND RESERVE OFFICERS'

WARRANT DATE:

SUB SUB

MG/ MS

SUB SRC | GL ACCT

AMOUNT

AR_

SUB OBJ