## **EAST COUNTY FIRE & RESCUE**

#### REGULAR BOARD OF FIRE COMMISSIONERS MEETING

September 3, 2019 Station 91 6:30 PM

#### **AGENDA**

#### **CALL TO ORDER:**

Flag Salute

#### **AGENDA ADJUSTMENTS:**

#### **CONSENT AGENDA:**

- 1. Approval of August 20, 2019 Regular Board Meeting Minutes
- 2. Approval of August 20, 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 Update on Surplus Vehicles
- o Station 95

#### **COMMITTEE MEETINGS:**

- Communication with Neighboring Elected Officials
  - o Camas Was held on August 27, 2019
  - o City of Washougal TBA
- O Risk Group Next meeting scheduled for October 2, 2019
- O Safety Committee Representative
- 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, September 4, 2019, 2:00 PM

#### **EXECUTIVE SESSION:**

RCW 42.30.110(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.

#### **ADJOURNMENT:**

Next Regular Board Meeting: September 17, 2019, Station 91, 6:30 PM



# EAST COUNTY FIRE & RESCUE CONSENT AGENDA September 3, 2019

- 1. Minutes -
  - August 20, 2019 Regular Board Meeting
  - August 20, 2019 Local BVFF&RO Meeting
- 2. Invoices
  - \$29,024.68
    - i. Check Nos.11389 11405 dated August 23, 2019
- 3. Approved Commissioner Stipends September 10 Pay Date

			r the Perio			
Name	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	Total
Berg	1	1	0	0	0	2
Martin	1	1	0	0	0	2
Petty	1	0	0	0	0	1
Seeds	1	0	0	0	1	2
Taggart	1	1	0	0	0	2

- 4. Voided/Destroyed Claims/Payroll Warrants
  None
- 5. Payroll/Benefits/EFT's
  - \$62,095.18 (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

August 20, 2019 Station 91 6:30 PM

#### **Draft Minutes**

ATTENDANCE:

Martha Martin

Joshua Seeds

Mike Carnes

Jacob Ellis

Sherry Petty Robert Jacobs

Pam Jensen

Mike Taggart

Mike Berg

Steve Hofmaster

#### **CALL TO ORDER:**

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

#### **AGENDA ADJUSTMENTS:**

None

#### **CONSENT AGENDA:**

- 1. Approval of August 6, 2019 Regular Board Meeting Minutes
- 2. Approval of August 6, 2019 Local BVFF&RO Meeting Minutes
- 3. Approval of August 7, 2019 Special Meeting Minutes
- 4. Approval of Financial Transactions
- 5. Excuse Absent Commissioner(s):

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

#### **OPEN TO PUBLIC:**

Steve Hofmaster remarked he was very pleased and happy for the community with the passing of the lid lift.

#### **CORRESPONDENCE:**

None

#### **STAFF REPORT:**

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

Assistant Chief Jacobs gave his report as follows:

DOC training was August 12th.

Next EST training is Tuesday, August 27th at Station 93, 7:00 PM.

Next DOC training is September 9th at Station 91, 7:00 PM.

Working on updated 4 door squad pricing, new cab and chassis prices are supposed to be available about September 6<sup>th</sup>.

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

Nothing new to report.

#### SAFETY REPORT:

- Last Safety Committee meeting was on May 23, 2019.
- The Safety Committee meeting scheduled for July 31, 2019 was postponed and will be on August 21 at Station 91, 7:30 PM. Assistant Chief Jacobs reported that there were no accidents or incidents since the last board meeting.

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

Approve Policy

90.8.0 Disposing of Surplus Property

Motion by Commissioner Berg to approve the Policy, seconded by Commissioner Seeds. Motion passed unanimously.

Adopt FY2020 Budget Calendar

Linda Durrett generated a budget calendar for the preparation of the 2020 year budget. .

Motion by Commissioner Petty to adopt the FY2020 Budget Calendar, seconded by Commissioner Taggart. Motion passed unanimously

Update on Surplus Vehicle

Awaiting further information from J. Stout Auctions.

Station 95

Nothing new to report.

#### **COMMITTEE MEETINGS:**

Communication with Neighboring Elected Officials

City of Camas - Camas City Hall, August 27, 2019, 4:30 PM

City of Washougal - TBA

Risk Group

Next meeting to be held on October 2, 2019.

Revenue Exploratory Committee

ECAAB

#### **COMMISSIONER COMMENTS:**

Commissioner Seeds asked Chief Carnes to contact DNR for an update on the estimated DNR revenue.

Commissioner Berg expressed his c	concern regarding the f	orest service sign at	Station 92 and the lack of
maintenance at the station.			

#### **OPEN TO PUBLIC:**

None

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

None

#### **ROUND TABLE:**

Monthly Event Calendar
Strategic Planning, Wednesday, September 4, 2019, Station 91 at 2:00 p.m.
Mike Dickerson's Celebration of Life Service
August 22, 2019 at 2:00 PM
Grace Foursquare Church
717 SE Everett Road
Camas WA 98607

#### **EXECUTIVE SESSION:**

RCW 42.30.110(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.

The board went into executive session at 19:05 for 20 minutes. The board reconvened at 19:26

No action was taken.

#### ADJOURNMENT:

Next Regular Board Meeting: September 3, 2019 Station 91, 6:30PM

Motion by Commissioner Taggart to adjourn at 19:27 hours, seconded by Commissioner Seeds. Motion passed unanimously.

Martha Martin, Chairperson	W	Michael Taggart, Vice Chair
Sherry Petty, Commissioner		Mike Berg, Commissioner
Joshua Seeds, Commissioner		
	2	

DISTRICT SEAL:

ATTEST:

Pam Jensen, District Secretary

# **EAST COUNTY FIRE & RESCUE**

# Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes August 20, 2019

The meeting was called to order by Ch	airperson Martha	Martin at 19:00 at Stat	ion 91.
The following were in attendance: Martha Martin Joshua Seeds Mike Carnes Jacob Ellis	Sherry Petty Mike Berg Pam Jensen		Mike Taggart Robert Jacobs Steve Hofmaste
		*	
BUSINESS: None			
ADJOURNMENT: The Local Board adjourned at 19:00			green fam. *
Respectfully Submitted,			
Sherry Petty, Commissioner, Mike Berg, Alternate	-	Tad Crum, FF's Assoc	c. Liaison
Bob Jacobs, Chief's Rep.		Martha Martin, Chai Michael Taggart, Alte	
		DISTRICT SEA	L:
Pam Jensen, District Secretary Bob Jacobs, Alternate			

rans	Date	Type	Acct#	Chk#	Claimant		Amount	Memo	
862	08/23/2019	Claims	6291	11389	ADVANTAGE PRO	FECTION		Invoice # 260611 S Quarterly Monito	
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663	08/23/2019	Claims	6291	11390	CAMAS POWER EQUIPMENT		166.12	Statement # 24621	4
		001 - 522	60 43 000	- Small Er	ngine Repair		Invoice # 1610		
					ngine Repair ngine Repair			ins 20" (2qty), I y For String Tri	
64	08/23/2019	Claims	6291	11391	CLARK PUBLIC U	<b>FILITIES</b>		ST 94 Usage 7/8/19 Usage 7/8/19 - 8/7/ 7/8/19 - 8/7/19	
		001 - 522	50 43 091	- Electrica	l Service (St 91)	515.14	ST 91 Usage 7	7/8/19 - 8/7/19	
					1 & Htg (St 93)	225.71	ST 93 Usage 7	7/8/19 - 8/7/19	
					& Heating (St 94)	308.36	ST 94 Usage 7		1 9 8
65	08/23/2019	Claims	6291		Michael J Garrison		1.5	IAFF Tuition Rein	abusement
		001 - 522	45 43 001	- Tuition F	Reimbursement-IAFF	1,000.00	IAFF Tuition I	Reimbursement	94
66	08/23/2019	Claims	6291	11393	JOHNSON CONTRO PROTECTION LP	OLS FIRE		Contract # 966661 21118052	, Invoice #
		001 - 522 :	50 41 095	- Monitori	ng (St 95)	646.16	Station 95 Alar - Aug. 31, 202	rm Monitoring ( 0)	Sept. 1, 2019
67	08/23/2019	Claims	6291		KAREN'S SEW IT A	LL		Invoice # 7803, He J. Prasch.	m Pants (2 Pai
		001 - 522 2	20 25 001	- FF Unifo	orms	28.00	Invoice # 7803 Prasch.	3, Hem Pants (2	Pair) J.
68	08/23/2019	Claims	6291	11395	KONICA MINOLTA BUSINESS SOLUTI IN		an e	ST 91 Copier Mair 91 Copier Mainter Copier Maintenan Copier Maintenan Copier Maintenan Copier Maintenan	nance Fee; ST 9 ce Fee; ST 91 ce Fee; ST 91 ce Fee; ST 91
		001 - 522	10 40 002	- Copier N	Itce	22.67	ST 91 Copier I 03/25/2019	Maintenance Fe	e 03/01/2019
		001 - 522	10 40 002	- Copier M	<b>I</b> tce	5.45		Maintenance Fe	e 03/26/2019
		001 - 522					04/30/2019	Maintenance Fe	
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		001 - 522		-			06/30/2019	Maintenance Fe	
		001 - 522					07/31/2019	Maintenance Fe	
69	08/23/2019	Claims	6291	11396	LN CURTIS & SON	S		Invoice # INV3057 Leather Belt (1qty Invoice # INV3074 Navy Pants (2 Pair	-M. Rodriguez 195, Midnight
		001 - 522 2	00 05 001	DD 11 .0		222.22		307495, Midnig	38.000000000000000000000000000000000000

East County Fire & Rescue Time: 10:57:04 Date: 08/28/2019 MCAG#: 1060 08/16/2019 To: 08/31/2019 2 Page: Trans Date Chk# Type Acct# Claimant Amount Memo 52.30 Invoice # INV305798, Basketweave Leather 001 - 522 20 33 000 - Volunteer Uniforms Belt (1qty-M. Rodriguez) 471.72 Invoice # 8395005, ST 91 Replaced 08/23/2019 Claims 6291 11397 MILLER'S HEATING & AIR 870 30 Amp Fuses (3qty) For AC Unit CU-2.; Invoice # 8380468, ST 93 **BLV Cleaned Out Plugged** Condensate Drain And Put In A T W/vent After P-trap. 235.86 Invoice # 8395005, ST 91 Replaced 30 Amp 001 - 522 50 40 000 - Bldg Repair & Maint Fuses (3qty) For AC Unit CU-2. 001 - 522 50 40 000 - Bldg Repair & Maint 235.86 Invoice # 8380468, ST 93 BLV Cleaned Out Plugged Condensate Drain And Put In AT W/vent After P-trap. 30.20 Invoice # 9071308994 July 2019 871 08/23/2019 6291 11398 NI GOVERNMENT Claims Satellite Phone SERVICES, INC 001 - 522 20 41 001 - Satellite Phone 30.20 July 2019 Satellite Phone 44.34 Account # 2074612-9, ST 91, Usage 872 08/23/2019 Claims 6291 11399 NW NATURAL 7/19/19 - 8/16/19 001 - 522 50 45 091 - Gas (St 91) 44.34 Account # 2074612-9, ST 91, Usage 7/19/19 - 8/16/19 873 08/23/2019 Claims 6291 11400 PACIFIC TRUCK & 1,157.37 APP # 916 Perform Annual **Emergency Vehicle Inspection &** TRAILER SERVICE, INC Service. Repaired Dash Lights, Replaced 1 Oil Pan Bolt. 1,157.37 APP # 916 Perform Annual Emergency 001 - 522 60 48 916 - E95 (916) Vehicle Inspection & Service. Repaired Dash Lights, Replaced 1 Oil Pan Bolt. 921.00 Invoice # CF2019-21- WFCA 08/23/2019 Claims 874 6291 11401 WASHINGTON FIRE Conference Registation/Lunch -COMMISSIONERS ASSN Martin, Taggart, Berg 001 - 522 10 48 002 - Commissioner Meals 96.00 WFCA Conference Lunch Tickets, Tulalip, WA (Martin, Taggart, Berg) 001 - 522 10 48 005 - Commissioner Tuition 825.00 WFCA Conference Registration, Tulalip, WA October 24-26, 2019 (Martin, Taggart, Berg) 875 08/23/2019 Payroll 6291 11402 BENEFIT PLANS 1,825.00 Pay Cycle(s) 08/15/2019 To 08/25/2019 - VEBA **ADMINISTRATIVE SERVICES** 001 - 522 10 27 001 - Admin VEBA 100.00 001 - 522 10 27 001 - Admin VEBA 825.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 001 - 522 20 27 001 - FF VEBA 100.00 58.00 Pay Cycle(s) 08/25/2019 To 08/23/2019 Payroll 6291 11403 OPEIU Local 11 08/25/2019 - OPEIU Dues 001 - 589 99 99 000 - Payroll Clearing 29.00 001 - 589 99 99 000 - Payroll Clearing 29.00

East County Fire & Rescue

Time: 10:57:04 Date: 08/28/2019

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East County Fire & Rescue MCAG #: 1060

08/16/2019 To: 08/31/2019

Time: 10:57:04 Date: 08/28/2019

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								29,024.68	Claims: Payroll:	6,044.68 22,980.00

East County Fire & Rescue

MCAG#: 1060

08/16/2019 To: 08/31/2019

Time: 10:58:20 Date:

08/28/2019

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022	08/25/2019	Payroll	6291	EFT	A 7 2	2,981.93	
836	08/25/2019	Payroll	6291	EFT		225.97	
837	08/25/2019	Payroll	6291	EFT		3,278.08	
838	08/25/2019	Payroll	6291	EFT		2,736.33	
839	08/25/2019	Payroll	6291	EFT		831.45	
840	08/25/2019	Payroll	6291	EFT		2,206.13	
841	08/25/2019	Payroll	6291	EFT		2,854.27	8
842	08/25/2019	Payroll	6291	EFT		785.75	
	08/25/2019	Payroll	6291	EFT		606.61	
	08/25/2019	Payroll	6291	EFT		2,344.64	
	08/25/2019	Payroll	6291	EFT		1,835.11	
	08/25/2019	Payroll	6291	EFT		944.43	
	08/25/2019	Payroll	6291	EFT		1,487.24	
	08/25/2019	Payroll	6291	EFT		235.77	
	08/25/2019	Payroll	6291	EFT		235.77	
	08/25/2019	Payroll	6291	EFT		2,220.09	
	08/25/2019	Payroll	6291	EFT		893.03	
	08/25/2019	Payroll	6291	EFT		235.77	
	08/25/2019	Payroll	6291	EFT		543.63	
	08/25/2019	Payroll	6291	EFT		225.97	
	08/25/2019	Payroll	6291	EFT		2,350.52	
	08/25/2019	Payroll	6291	EFT		3,647.30	
	08/25/2019	Payroll	6291	EFT		2,939.59	
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859 (	08/25/2019	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	16,481.85 Pay Cycle(s) 08/25/2019 T 08/25/2019 - DComp; Pay Cycle(s) 08/25/2019 To 08/25/2019 - PERS2; Pay	0
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861 (	08/25/2019	Payroll	6291	EFT	OR Department of Revenue	386.00 Pay Cycle(s) for OR Tax08/25/2019 - 08/25/201	9

62,095.18 Payroll:

62,095.18

### Chief's Report

9-3-19

Calls since last Commissioner meeting: 26

EMS: 14

Fire: 1

Other: 11

Calls YTD: 2019-604

#### **Staff Overtime Numbers:**

Budget Amount: \$87,000.00

**Used YTD:** 

\$66,734.85

% Used:

76.71%

• Brown outs since last meeting: 1

8 callback shifts (5-Vac, 2-Kelly, 1-Sick) Covered by 6 OT shifts, 1 Volunteer shift & 1 Brown-out

- DNR has repaired the Smoky Bear sign at Station 92. They have removed the sign at Station 93 and it has been sent to the shop for repairs.
- Crews responded to a garage fire on Evergreen way on Thursday, 8-29-19. Crews responded from ECFR, CWFD and VFD. There was one minor injury to a CWFD firefighter.
- ECFR crews attended the memorial service for volunteer firefighter Mike Dickerson on Thursday, August 22<sup>nd</sup>.
- Continuing to work with J. Stout Auctions on a plan for possible sale of our Air Truck and Squad 96.

# AC Jacobs Report 9-3-19

EST training was Monday August 26th.

September DOC training 9-9-19 Sta. 91 7 PM.

September EST training 9-23-2019 Sta. 93 7 PM.

Working on updated 4dr squad pricing, new cab and chassis prices are supposed to be available about Sept. 6<sup>th</sup>.

## Safety Report

Last safety committee meeting was 8-21-2019.

Next safety committee meeting 9-26-2019 Sta. 91 7:30 PM.

No reported accidents or incidents since the last board meeting.

# Safety Committee Meeting Minutes 8-21-2019

Reviewed shift safety meeting minutes.

There were no accident/exposure reports, thanks to all for working safely!

There were no near miss reports to review.

Reviewed station safety inspections, some lighting issues need to be repaired.

School is back in session, use caution around schools, busses, & bus stops.

Fall weather will be here soon, watch for wet slick leaves and puddles.

Date of next safety committee meeting 9-26-2019 7:30 PM Sta. 91.

Sep 2019 - East County Fire & Rescue

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Sun	Mon	Tue		Wed		Thur	Fri	Sat
Sep 1 CSHIFT	2 A SHIFT	3 BSHIFT		4 CSHIFT		5 A SHIFT	6 BSHIFT	7 CSHIFT
Events Kelly Day Swap 07:00 - 07:00 Hazlett working on 9/1 t		Events Commissioner Meeting Station 91	18:30 - 21:00	Events Strategic Planning Meetin. Station 91	14:00 - 16:00			
				OTEP Station 91	19:00 - 21:00			
8 ASHIFT	9 BSHIFT	10 CSHIFT	1	11 A SHIFT		12 B SHIFT	13 CSHIFT	14 A SHIFT
	Events DOC 19:00 - 21:00 Station 91				a			
15 BSHIFT	16 CSHIFT	17 ASHIFT		18 BSHIFT		19 CSHIFT	20 ASHIFT	21 B SHIFT
		Events  Commissioner Meeting Station 91	18:30 - 21:00	4			Events POW/MIA Flag 07:00 - 07:00	
22 CSHIFT	23 A SHIFT	24 BSHIFT		25 CSHIFT		26 A SHIFT	27 BSHIFT	28 C SHIFT
29 A SHIFT	30 BSHIFT							
Indicates time starts on following calendar day      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off follow default Split Time of Day of 07:00      * Events and Time Off Follow default Split Time of Day of 07:00      * Events and Time Off Follow default Split Time Off Day of 07:00      * Events and Time Off Follow default Split Time Off Day of 07:00      * Events and Time Off Follow default Split Time Off Day of 07:00      * Events and Time Off Follow default Split Time Off Day of 07:00      * Events and Time Off Time Off Day of 07:00      * Events and 07:00      * Event	alendar day olit Time of Day of 07:00	2					2	

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Oct 2019 - East County Fire & Rescue

27 BSHIFT		20 A SHIFT		13 CSHIFT		6 BSHIFT		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Sun
28 CSHIFT		21 BSHIFT	DOC Station 91	14 ASHIFT	6	7 CSHIFT			Δ
			19:00 - 21:00						Mon
29 ASHIFT		22 CSHIFT	Events Commissioner Meeting Station 91	15 BSHIFT		8 A SHIFT	Events Commissioner Meeting Station 91	Oct 1 C SHIFT	Tue
			18:30 - 21:00		a e		18:30 - 21:00		
30 BSHFT		23 ASHIFT		16 CSHIFT		9 BSHIFT	Events Strategic Planning Meetin. Station 91 OTEP Station 43	2 A SHIFT	Wed
							14:00 - 16:00 19:00 - 21:00		
31 CSHIFT	Events Springbrook HOA 19:00 - 20:30 Station 91	24 BSHIFT		17 ASHIFT		10 CSHIFT		3 BSHIFT	Thur
		25 CSHIFT	100 m	18 BSHIFT	-	11 A SHIFT		4 C SHIFT	Fri
		26 ASHIFT	Events Washington Pilots Assoc/( 08:00 - 12:00 Station 91	19 CSHIFT		12 BSHIFT		5 A SHIFT	Sat

https://secure7.aladtec.com/eastcountyfr/index.php?action=manage\_schedule\_view\_schedule&mode=print&date=&schedule\_vi... 8/28/2019

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