

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

May 15, 2018

Station 91

6:30 PM

AGENDA

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of May 1, 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 14, 2018 Policy Review
5. Approval of Financial Transactions
6. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

Clark County Amateur Radio Club

STAFF REPORT:

Chief Swinhart
Deputy Chief Carnes
Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

- SCBA Proposal
- Purchase Request Approval on RIT Bottles
- Station 93 Heat Pump
- Lid Lift Status
- Policy 00.2.1 Cell Phone Usage
- Policy 10.7.23 Code of Ethics
- Policy 10.8.1 Application Policy
- Policy 10.8.2 Hiring Policy
- Policy 90.2.5C Sick Leave

This Meeting is Being Recorded.

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

Page # 1 of 2

- Suspension of Policy 90.2.7 Paid Time Off
- Invoice for Response to “No District Area” – Waiting for feedback from Attorney
- Update on Surplus Vehicles

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar

Station Tour Meeting Tuesday, May 29, 2018 6:00 PM

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

EXECUTIVE SESSION:

ADJOURNMENT:

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



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 May 15, 2018**

1. Minutes –

- May 1, 2018 Regular Meeting
- May 1, 2018 Local BVFF&RO Meeting
- May 10, 2018 Strategic Planning
- May 14, 2018 Policy Review

2. Invoices

- \$ 20,491.40
 - i. Check Nos.10687-10719 dated May 7, 2018

3. Approved Commissioner Stipends May 25 Pay Date

Name	Regular Meeting	Committee Meeting	For the Period		Education	Other	Total
			May 1	May 15			
Berg	2		1				3
Gianatasio	2		2				4
Martin	2	1	2				5
Petty	2	1	2				5
Taggart	2	1	2				5

4. Voided/Destroyed Claims/Payroll Warrants

- None

5. Payroll/Benefits EFT's

- \$52,213.89

 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 1, 2018

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin

Mike Carnes

Tom Gianatasio

Iliana Ortega

Sherry Petty

Robert Jacobs

Nick Swinhart

Mike Taggart

Mike Berg

Rob Charles

CALL TO ORDER: 18:30

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of April 17, 2018 Regular Board Meeting Minutes
2. Approval of April 17, 2018 Local BVFF&RO Meeting Minutes
3. Approval of April 19, 2018 JPAC/Fire Merger Exploratory Committee Meeting
4. Approval of Financial Transactions
5. Excuse Absent Commissioner(s): None

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

OPEN TO PUBLIC:

None

CORRESPONDENCE:

None

STAFF REPORT:

Chief Swinhart gave his report.

- Gave an overview of the last meeting with the JPAC and guest speaker Brian Snure, and reported that the next meeting will be held on May 17, 2018.

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

- There have been 2 Brown Outs at Station 94 since the last meeting.
- Chief Carnes reported that Station 91, 93, 94 & 95 will require maintenance done on the heating/cooling units, including a new compressor for the unit in Station 93. The Board has requested that staff look into what it would cost to replace the unit vs. just the compressor.

- Chief Carnes directed crews to remove rotting sign from Station 95.
- Attended Clark County Chiefs Meeting at Station 21 on Friday, April 24th.
- Helped proctor IFSAC FFI test at Station 31.
- Currently working with crews on establishing upgrades to our Decon training and procedures for structure fires.

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 will be on 5/8/201 at Station 91 at 7:00 PM.
- New Engine training by General Fire is Thursday, May 3, 2018.

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:

Station 95 Parking Lot – Washougal & 39th

At the last meeting- Chief Carnes reported that the City of Washougal was proposing to purchase a portion of our parking facility at Station 95 to develop a safer intersection on the corner of 39th.

As requested by the Board- Chief Carnes invited Rob Charles the representative and engineer with the City of Washougal to answer questions regarding the proposal for Station 95's Parking Lot.

After discussion the Board of Commissioners decided it would not be in the best interest at this time to move forward with the City of Washougal's proposal, but have asked that the City may consider purchasing the property in the future.

Lid Lift Status

The next scheduled call with Liz Loomis will take place on Thursday, May 03, 2018 at 10:00 am. During the call there will be an overview of the plan and upcoming/current projects.

Land Donation

The current status of the Land Donation by Station 93 is that the legal paperwork is very close to being completed, and once that has happened staff will advise the Board Chair for signing purposes.

Surplus Vehicles

An update regarding the vehicle and engine for sale on craigslist was given. The Board has suggested that ECFR staff research other methods of sale such as contracting a Fire engine Broker to facilitate the sale of the engine.

COMMISSIONER COMMENTS:

- Commissioner Petty would like a better understanding of how to calculate and understand the taxes from the levy lid lift- not only for her own knowledge, but to also educate the public. There was discussion about inviting someone from the Assessor’s Office to present for the Board at the next Strategic Planning meeting on May 10th. It was also mentioned that connecting with Liz Loomis on the subject would be beneficial, and that she is open to receiving calls from any of the Board Members.
- Commissioner Martin expressed gratitude for the preparation of the Snure Seminar, and said that our guests that attended also seemed pleased with the outcome.

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 strategic planning meeting is scheduled for May 10th, 2018 at 6:00PM.

The next policy workshop is scheduled for May 14th, 2018 at 6:00PM.

EXECUTIVE SESSION:

None

ADJOURNMENT:

Next Regular Board Meeting: May 15, 2018, Station 91, 6:30PM

Motion by Commissioner Petty to adjourn at 19:42 hours, seconded by Commissioner Gianatasio. Motion passed unanimously.

Mike Taggart, Chairperson

Martha Martin, Vice Chair

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 1, 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

Mike Berg

Rob Charles

Sherry Petty

Robert Jacobs

Tom Gianatasio

Iliana Ortega

Mike Taggart

Tad Crum

Nick Swinhart

BUSINESS:

None

ADJOURNMENT:

The Local Board adjourned at 19:39.

Respectfully Submitted,

Sherry Petty, Commissioner,
Mike Berg, Alternate

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

Bob Jacobs, Chief's Rep.

Mike Taggart, Chairperson
Marth Martin, Alternate

Iliana Ortega, District Secretary
Bob Jacobs, Alternate

DISTRICT SEAL:

EAST COUNTY FIRE & RESCUE

SPECIAL BOARD OF FIRE COMMISSIONERS MEETING

May 10, 2018

Station 91

Draft Minutes

ATTENDANCE:

Martha Martin
Tom Gianatasio
Linda Durrett
Nick Deatherage

Mike Taggart
Mike Berg
Iliana Ortega
Peter Van Nortwick

Sherry Petty
Mike Carnes
Robert Jacobs

CALL TO ORDER: 18:00

Commissioner Taggart called the meeting to order. Chief Carnes introduced Nick Deatherage and Peter Van Nortwick, guest speakers from the county assessor's office. The speakers gave an overview regarding lid lifts, and answered questions to give the Board and Staff a better understanding of how the lid lift and fire levy's work.

Chief Carnes discussed a plan of action for the SCBA replacement/repairs, and handed out a proposal he prepared. Chief illustrated that there were several options to choose from, but that he recommends that we move forward with option 2 in the proposal of rebuilding 20 packs. The Board has agreed to make a decision on this matter at the next Board Meeting on May 15, 2018.

Chief Carnes discussed the heating and cooling unit for Station 93, and also presented the Board with the quotes for repair/replacement. The Board has agreed to make a decision on this matter at the next Board Meeting on May 15, 2018.

The last topic of discussion was overall building maintenance, specifically with Station 95 that is in desperate need of some work to upkeep the value of the building. The Board of Commissioners decided to plan a Station Tour Meeting to better evaluate the level of maintenance that will be required. The Station Tour is scheduled for Tuesday May 29, 2018.

The Next Strategic Planning Meeting is scheduled for Wednesday, August 29th at 6:00 pm.

Meeting adjourned: 19:30

Respectfully Submitted,

Mike Taggart, Chairperson

Mike Berg, Commissioner

Tom Gianatasio, Commissioner

Sherry Petty, Commissioner

Martha Martin, Commissioner

DISTRICT SEAL:

ATTEST:

Iliana Ortega, District Secretary

EAST COUNTY FIRE & RESCUE

SPECIAL BOARD OF FIRE COMMISSIONERS MEETING

May 14, 2018

Station 91

Draft Minutes

ATTENDANCE:

Martha Martin
Tom Gianatasio
Linda Durrett

Mike Taggart
Robert Jacobs
Iliana Ortega

Sherry Petty
Mike Carnes

CALL TO ORDER: 18:01

Commissioner Taggart called the meeting to order. Linda Durrett handed out previously reviewed, and revised policies for further review. The following policies were brought forward for final action at the next Board Meeting:

00.2.1 Cell Phone Usage, 90.2.5.C Sick Leave, 10.7.23 Code of Ethics, 10.8.1 Application Policy, and 10.8.2 Hiring Policy.

Policy 90.2.7 Paid Time Off, will be brought forward for possible suspension in lieu of the new sick leave policy and laws that are now in place.

Commissioner Martin also would like suggestions from Brian Snure on the proper terminology in the 10.7.3 Violence/Threats of Violence Policy, as it conflicts with language in the current 10.7.6 Weapons Policy. The District Secretary has sent an email to Brian Snure and will report back with his feedback.

The next policy meeting is scheduled for Thursday, July 5th, 2018.

Meeting adjourned: 19:30

Respectfully Submitted,

Absent

Mike Taggart, Chairperson

Mike Berg, Commissioner

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: 05/15/2018

Time: 14:20:13 Date: 05/11/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
520	05/07/2018	Claims	62911	10687	AFFORDABLE SEPTIC	374.81	Account # 1918934; Account # 2002923
					001 - 522 50 40 000 - Bldg Repair & Maint	240.18	Station 93 Septic Maintenance
					001 - 522 50 40 000 - Bldg Repair & Maint	134.63	Station 91 Septic Inspection
521	05/07/2018	Claims	62911	10688	AMERICAN MESSAGING	57.54	Account # W4-102871
					001 - 522 20 41 000 - Pagers	57.54	May Pager Service
522	05/07/2018	Claims	62911	10689	ANNAS CONSULTANTS, INC	194.22	Invoice # 2358
					001 - 522 60 41 004 - SCBA Mtce	194.22	Calibration Gas For SCBA Maintenance
523	05/07/2018	Claims	62911	10690	BUSINESS CARD BANK OF AMERICA	2,351.69	Account Ending In: #8515
					001 - 522 10 30 000 - Office Supplies	79.75	Costco Printer Paper & Office Supplies
					001 - 522 10 30 000 - Office Supplies	105.88	Check Stock And Envelope Purchase
					001 - 522 10 30 001 - Postage	1.42	USPS Postage For EMT Applications
					001 - 522 10 30 001 - Postage	99.50	Costco Stamp Purchase
					001 - 522 10 30 001 - Postage	3.10	USPS Postage To Send Material To DNR
					001 - 522 10 30 001 - Postage	1.50	USPS Postage Mailings
					001 - 522 10 32 000 - Cleaning and Sanitation	151.96	Costco Cleaning And Sanitation Supplies
					001 - 522 10 44 000 - Professional Services	5.18	Disposal Of Water Heater
					001 - 522 10 48 002 - Commissioner Meals	3.25	Supplies For Snure Seminar
					001 - 522 10 48 002 - Commissioner Meals	112.86	Meals For Snure Seminar
					001 - 522 10 48 002 - Commissioner Meals	34.99	Meals For Snure Seminar
					001 - 522 10 48 002 - Commissioner Meals	51.46	Meals For Snure Seminar
					001 - 522 20 31 000 - Food and Water	3.24	Costco Water For Station 94
					001 - 522 20 32 000 - Expendable Equipment	156.01	Costco Battery Purchase
					001 - 522 20 32 000 - Expendable Equipment	68.29	Battery For Access Control System
					001 - 522 20 32 000 - Expendable Equipment	80.73	Replacement Batteries For MSA Evolution 5200 TIC
					001 - 522 20 32 000 - Expendable Equipment	113.67	Battery Replacement For Streamlight On Engine 91
					001 - 522 20 32 000 - Expendable Equipment	33.80	Grease Pens For Station 91 & 94
					001 - 522 45 43 000 - Tuition	175.00	Training Tuition Cost, John Prash
					001 - 522 50 42 091 - Comcast Tel/Internet (St 91)	315.41	Station 91 Phone & Internet Service
					001 - 522 50 42 093 - Comcast Tel/Internet (St 93)	148.20	Station 93 Phone & Internet Service
					001 - 522 50 42 094 - Comcast Tel/Internet (St 94)	272.54	Station 94 Phone & Internet Service
					001 - 522 50 42 095 - Telephone (St 95)	79.30	Station 95 Phone Service
					001 - 522 60 40 001 - Exercise Equip Maint	144.84	Cable Replacement For Workout Equipment
					001 - 522 60 48 000 - Vehicle Repair & Maint	47.65	Costco Vehicle Maintenance Supplies
					001 - 522 60 48 000 - Vehicle Repair & Maint	24.56	Supplies For New Engine
					001 - 522 60 48 014 - E91	37.60	Engine 91 Parts For Repair And Maintenance
524	05/07/2018	Claims	62911	10691	BI-MART CORPORATION	11.35	Account # 930279
					001 - 522 20 31 000 - Food and Water	11.35	Station 94 Bottled Water
525	05/07/2018	Claims	62911	10692	CHEVRON AND TEXACO BUSINESS CARD SERVICE	921.88	Account # 7898808949
					001 - 522 20 36 000 - Diesel / Gas	921.88	April 2018 Fuel
526	05/07/2018	Claims	62911	10693	CITY OF CAMAS (Water)	219.60	Account # 031060-000; Account # 016111-000
					001 - 522 20 43 000 - Hydrant/Fireline	95.82	Station 91 Fireline
					001 - 522 50 46 091 - Water & Sewer (St 91)	123.78	Station 91 Water Service
527	05/07/2018	Claims	62911	10694	CLARK COUNTY AUTO & TRUCK SUPPLY INC	117.04	Account #12400
					001 - 522 60 43 000 - Small Engine Repair	94.29	New Batteries For Riding Lawn Mower
					001 - 522 60 48 014 - E91	22.75	Coolant

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

05/01/2018 To: 05/15/2018

Time: 14:20:13 Date: 05/11/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
528	05/07/2018	Claims	62911	10695	CLARK COUNTY TREASURER	65.04	Customer # 1802
					001 - 522 20 30 000 - Maps/Books/ Periodicals	65.04	Atlas - Road
529	05/07/2018	Claims	62911	10696	CLARK PUBLIC UTILITIES	162.89	Account # 7196-908-3; Account # 7169-997-9
					001 - 522 50 43 092 - Electrical & Heating (St 92)	103.08	Station 92 Electrical Service
					001 - 522 50 43 095 - Electrical & Heating (St 95)	59.81	Station 95 Electrical Service
530	05/07/2018	Claims	62911	10697	CRUISE MASTERS PRISMS INC.	214.65	Invoice # 22924
					001 - 522 20 32 002 - Equipment	214.65	Accountability Boards For Apparatus 1020, 1014, 1018
531	05/07/2018	Claims	62911	10698	EMBROIDER IT	89.97	Invoice # 30837
					001 - 522 20 25 001 - FF Uniforms	89.97	EMT IV Tech Uniform Patches
532	05/07/2018	Claims	62911	10699	EXERCISE EQUIPMENT NORTHWEST	259.58	Account # C-ECFR
					001 - 522 60 40 001 - Exercise Equip Maint	259.58	Stair Master Repair
533	05/07/2018	Claims	62911	10700	HI-WAY FUEL	296.10	Account # 710
					001 - 522 20 36 000 - Diesel / Gas	296.10	Fuel Expense April 2018
534	05/07/2018	Claims	62911	10701	KONICA MINOLTA BUSINESS SOLUTIONS USA IN	28.62	Payer ID: 908516
					001 - 522 10 40 002 - Copier Mtce	28.62	May 2018 Copier Maintenece Fee
535	05/07/2018	Claims	62911	10702	LIZ LOOMIS PUBLIC AFFAIRS	4,081.74	Invoice #EC-0418
					001 - 522 10 44 000 - Professional Services	4,081.74	Liz Loomis Service Including Travel, Loding And Meals
536	05/07/2018	Claims	62911	10703	LUTZ HARDWARE	201.48	Account # 1095
					001 - 522 50 30 000 - Grounds & Park	67.21	Grass Seed For Lawn At Station 91
					001 - 522 60 48 000 - Vehicle Repair & Maint	56.68	Miscellaneous Items For New Engine
					001 - 522 60 48 000 - Vehicle Repair & Maint	16.60	Parts For New Engine
					001 - 522 60 48 000 - Vehicle Repair & Maint	-0.69	Returned Parts On New Engine
					001 - 522 60 48 000 - Vehicle Repair & Maint	11.92	Parts For New Engine
					001 - 522 60 48 000 - Vehicle Repair & Maint	49.76	Parts And Tools For New Engine
537	05/07/2018	Claims	62911	10704	MACILVENNIE ASSOCIATES, INC	2,145.00	Customer #C34650; Customer # C43650
					001 - 522 20 46 000 - Bldgs/Liability/Equip Insuran	500.00	Firefighter Special Risk And Accident Insurance
					001 - 522 20 46 000 - Bldgs/Liability/Equip Insuran	1,645.00	Firefighter Accident And Sickness Insurance
538	05/07/2018	Claims	62911	10705	MILLER'S HEATING & AIR	29.20	Account # 140544; Account # 140544
					001 - 522 50 40 000 - Bldg Repair & Maint	9.69	Staion 94 Filter Replacement
					001 - 522 50 40 000 - Bldg Repair & Maint	19.51	Station 95 Filter Replacement
539	05/07/2018	Claims	62911	10706	MUNICIPAL EMERGENCY SERVICES	54.88	Customer # C38710
					001 - 522 20 25 001 - FF Uniforms	54.88	Job Shirt For Hougan
540	05/07/2018	Claims	62911	10707	NI GOVERNMENT SERVICES, INC	30.20	Account # 13065328
					001 - 522 20 41 001 - Satellite Phone	30.20	April Satelite Phone Service
541	05/07/2018	Claims	62911	10708	NORTH COUNTRY EMS	275.00	Invoice # 2018-56

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

05/01/2018 To: 05/15/2018

Time: 14:20:13 Date: 05/11/2018
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 522 45 43 000 - Tuition	275.00	IV Tech Tuition For Ryan Grable
542	05/07/2018	Claims	62911	10709	NW NATURAL	581.12	Account # 2074612-9; Account # 1264540-4
					001 - 522 50 45 091 - Gas (St 91)	556.18	Station 91 Gas Service
					001 - 522 50 45 095 - Gas (St 95)	24.94	Station 95 Gas Service
543	05/07/2018	Claims	62911	10710	OXARC	1,856.00	Customer # 74632
					001 - 522 60 41 004 - SCBA Mtce	1,856.00	SCBA Hydrotesting
544	05/07/2018	Claims	62911	10711	PACIFIC TRUCK & TRAILER SERVICE, INC	277.91	Account # 2018-28427
					001 - 522 60 48 916 - E94	277.91	Repair & Maintenance On Engine 94
545	05/07/2018	Claims	62911	10712	PALADIN BACKGROUND SCREENING	42.00	Invoice # 1202
					001 - 522 10 44 000 - Professional Services	42.00	Background Screening, Zach Hougan
546	05/07/2018	Claims	62911	10713	John M Prsch	61.62	Prsch Reimbursement
					001 - 522 45 41 000 - Meals (Training)	46.87	Meals Reimbursement For Training
					001 - 522 60 48 000 - Vehicle Repair & Maint	14.75	Oil For District Pickup
547	05/07/2018	Claims	62911	10714	SNURE LAW OFFICE, PSC	2,112.00	Professional Services - ECFR
					001 - 522 10 42 000 - Legal Services	2,112.00	Cost For Cell Phone Policy Review, JPAC Presentation, Travel Expenses, Land Donation Review And Communication
548	05/07/2018	Claims	62911	10715	SNURE SEMINARS	2,000.00	Elected Official Training
					001 - 522 10 48 005 - Commissioner Tuition	2,000.00	Snure Seminar For Elected Officials
549	05/07/2018	Claims	62911	10716	VANCOUVER DISTRICT 2010 WASTE CONNECTIONS	180.25	Account 2010-458647; Account #2010-1022802
					001 - 522 50 44 091 - Garbage (St 91)	121.49	Station 91 Garbage Service
					001 - 522 50 44 094 - Garbage (St 94)	58.76	Station 94 Garbage Service
550	05/07/2018	Claims	62911	10717	WESTLIE FORD	354.35	Customer # 2346; Customer # 2346
					001 - 522 60 48 016 - U91	97.51	Battery For Apparatus 1016
					001 - 522 60 48 915 - U94	256.84	New Battery And Cables For Unit 94
551	05/07/2018	Payroll	62911	10718	OPEIU Local 11	57.00	Pay Cycle(s) 05/10/2018 To 05/10/2018 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	28.50	
					001 - 589 99 99 000 - Payroll Clearing	28.50	
552	05/07/2018	Payroll	62911	10719	TRUSTEED PLANS SERVICE CORPORATION	786.67	Pay Cycle(s) 04/01/2018 To 04/30/2018 - Disability - FF; Pay Cycle(s) 04/01/2018 To 04/30/2018 - Addtl Life
					001 - 522 10 26 001 - Admin Disability	88.81	
					001 - 522 10 26 001 - Admin Disability	2.40	
					001 - 522 20 26 001 - FF Disability	72.23	
					001 - 522 20 26 001 - FF Disability	79.76	
					001 - 522 20 26 001 - FF Disability	68.82	
					001 - 522 20 26 001 - FF Disability	70.85	
					001 - 522 20 26 001 - FF Disability	79.76	
					001 - 522 20 26 001 - FF Disability	79.76	
					001 - 522 20 26 001 - FF Disability	90.72	
					001 - 522 20 26 001 - FF Disability	75.50	
					001 - 522 20 26 001 - FF Disability	56.46	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

05/01/2018 To: 05/15/2018

Time: 14:20:13 Date: 05/11/2018

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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
				001 - 522 20 26 001 - FF Disability	2.40	
				001 - 522 20 26 001 - FF Disability	2.40	
				001 - 522 20 26 001 - FF Disability	2.40	
				001 - 522 20 26 001 - FF Disability	2.40	
				001 - 522 20 26 001 - FF Disability	2.40	
				001 - 522 20 26 001 - FF Disability	2.40	
				001 General Fund	20,491.40	
					<u>20,491.40</u>	
					Claims:	19,647.73
					Payroll:	843.67

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

05/01/2018 To: 05/15/2018

Time: 14:27:14 Date: 05/11/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
485	05/10/2018	Payroll	6291	EFT		2,313.18	4/16 - 24 hours 5% OOC pay while working a shift trade (\$1.20)
					001 - 522 20 10 001 - Firefighter Salaries	2,301.12	
					001 - 522 20 10 001 - Firefighter Salaries	28.80	
					001 - 522 20 14 001 - FF Overtime	863.04	
					001 - 589 99 99 000 - Payroll Clearing	-879.78	
486	05/10/2018	Payroll	6291	EFT		297.04	
					001 - 522 10 11 001 - Commissioner Wages	342.00	
					001 - 589 99 99 000 - Payroll Clearing	-44.96	
487	05/10/2018	Payroll	6291	EFT		2,599.74	
					001 - 522 20 10 001 - Firefighter Salaries	3,355.20	
					001 - 522 20 19 001 - Capt Deferred Comp	208.02	
					001 - 589 99 99 000 - Payroll Clearing	-963.48	
488	05/10/2018	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	
489	05/10/2018	Payroll	6291	EFT		578.87	
					001 - 522 20 10 001 - Firefighter Salaries	648.00	
					001 - 589 99 99 000 - Payroll Clearing	-69.13	
490	05/10/2018	Payroll	6291	EFT		27.70	
					001 - 522 20 11 001 - Volunteer Stipends	30.00	
					001 - 589 99 99 000 - Payroll Clearing	-2.30	
491	05/10/2018	Payroll	6291	EFT		829.93	
					001 - 522 20 10 001 - Firefighter Salaries	1,026.00	
					001 - 589 99 99 000 - Payroll Clearing	-196.07	
492	05/10/2018	Payroll	6291	EFT		2,209.87	
					001 - 522 10 10 001 - Admin Salaries	1,296.00	
					001 - 522 10 10 001 - Admin Salaries	1,555.20	
					001 - 522 10 19 001 - Admin Deferred Comp	176.77	
					001 - 589 99 99 000 - Payroll Clearing	-818.10	
493	05/10/2018	Payroll	6291	EFT		3,054.24	
					001 - 522 20 10 001 - Firefighter Salaries	3,946.80	
					001 - 589 99 99 000 - Payroll Clearing	-892.56	
494	05/10/2018	Payroll	6291	EFT		315.84	
					001 - 522 10 11 001 - Commissioner Wages	342.00	
					001 - 589 99 99 000 - Payroll Clearing	-26.16	
495	05/10/2018	Payroll	6291	EFT		629.20	
					001 - 522 20 10 001 - Firefighter Salaries	770.00	
					001 - 589 99 99 000 - Payroll Clearing	-140.80	
496	05/10/2018	Payroll	6291	EFT		796.90	
					001 - 522 20 10 001 - Firefighter Salaries	936.00	
					001 - 589 99 99 000 - Payroll Clearing	-139.10	
497	05/10/2018	Payroll	6291	EFT		2,976.23	
					001 - 522 20 10 001 - Firefighter Salaries	2,716.80	
					001 - 522 20 14 001 - FF Overtime	1,460.28	
					001 - 589 99 99 000 - Payroll Clearing	-1,200.85	
498	05/10/2018	Payroll	6291	EFT		2,768.77	
					001 - 522 20 10 001 - Firefighter Salaries	3,778.41	
					001 - 522 20 10 001 - Firefighter Salaries	585.80	
					001 - 522 20 19 001 - Capt Deferred Comp	270.58	
					001 - 589 99 99 000 - Payroll Clearing	-1,866.02	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
499	05/10/2018	Payroll	6291	EFT		27.70	
					001 - 522 20 11 001 - Volunteer Stipends	30.00	
					001 - 589 99 99 000 - Payroll Clearing	-2.30	
500	05/10/2018	Payroll	6291	EFT		737.41	
					001 - 522 20 10 001 - Firefighter Salaries	861.25	
					001 - 589 99 99 000 - Payroll Clearing	-123.84	
501	05/10/2018	Payroll	6291	EFT		20.77	
					001 - 522 20 11 001 - Volunteer Stipends	22.50	
					001 - 589 99 99 000 - Payroll Clearing	-1.73	
502	05/10/2018	Payroll	6291	EFT		90.04	
					001 - 522 20 11 001 - Volunteer Stipends	97.50	
					001 - 589 99 99 000 - Payroll Clearing	-7.46	
503	05/10/2018	Payroll	6291	EFT		55.41	
					001 - 522 20 11 001 - Volunteer Stipends	60.00	
					001 - 589 99 99 000 - Payroll Clearing	-4.59	
504	05/10/2018	Payroll	6291	EFT		41.56	
					001 - 522 20 11 001 - Volunteer Stipends	45.00	
					001 - 589 99 99 000 - Payroll Clearing	-3.44	
505	05/10/2018	Payroll	6291	EFT		315.84	
					001 - 522 10 11 001 - Commissioner Wages	342.00	
					001 - 589 99 99 000 - Payroll Clearing	-26.16	
506	05/10/2018	Payroll	6291	EFT		48.48	
					001 - 522 20 11 001 - Volunteer Stipends	52.50	
					001 - 589 99 99 000 - Payroll Clearing	-4.02	
507	05/10/2018	Payroll	6291	EFT		1,256.68	
					001 - 522 10 10 001 - Admin Salaries	1,107.00	
					001 - 522 10 10 001 - Admin Salaries	95.58	
					001 - 522 10 10 001 - Admin Salaries	65.60	
					001 - 522 10 10 001 - Admin Salaries	82.00	
					001 - 522 10 10 001 - Admin Salaries	16.40	
					001 - 522 10 14 001 - Admin Overtime	270.60	
					001 - 589 99 99 000 - Payroll Clearing	-380.50	
508	05/10/2018	Payroll	6291	EFT		315.84	
					001 - 522 10 11 001 - Commissioner Wages	342.00	
					001 - 589 99 99 000 - Payroll Clearing	-26.16	
509	05/10/2018	Payroll	6291	EFT		2,557.43	
					001 - 522 20 10 001 - Firefighter Salaries	2,556.48	
					001 - 522 20 14 001 - FF Overtime	958.80	
					001 - 589 99 99 000 - Payroll Clearing	-957.85	
510	05/10/2018	Payroll	6291	EFT		297.04	
					001 - 522 10 11 001 - Commissioner Wages	342.00	
					001 - 589 99 99 000 - Payroll Clearing	-44.96	
511	05/10/2018	Payroll	6291	EFT		2,246.60	
					001 - 522 20 10 001 - Firefighter Salaries	3,068.16	
					001 - 522 20 10 001 - Firefighter Salaries	767.04	
					001 - 522 20 19 001 - Capt Deferred Comp	237.78	
					001 - 589 99 99 000 - Payroll Clearing	-1,826.38	
512	05/10/2018	Payroll	6291	EFT		2,247.79	
					001 - 522 20 10 001 - Firefighter Salaries	2,556.48	
					001 - 522 20 10 001 - Firefighter Salaries	671.04	
					001 - 589 99 99 000 - Payroll Clearing	-979.73	

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513	05/10/2018	Payroll	6291	EFT		630.17	
			001 - 522 20 10 001 - Firefighter Salaries			744.00	
			001 - 589 99 99 000 - Payroll Clearing			-113.83	
514	05/10/2018	Payroll	6291	EFT		2,079.80	
			001 - 522 20 10 001 - Firefighter Salaries			575.28	
			001 - 522 20 10 001 - Firefighter Salaries			2,301.12	
			001 - 589 99 99 000 - Payroll Clearing			-796.60	
515	05/10/2018	Payroll	6291	EFT	IAFF2444	522.34	Pay Cycle(s) 05/10/2018 To 05/10/2018 - IAFF Dues
			001 - 589 99 99 000 - Payroll Clearing			54.81	
			001 - 589 99 99 000 - Payroll Clearing			61.04	
			001 - 589 99 99 000 - Payroll Clearing			54.81	
			001 - 589 99 99 000 - Payroll Clearing			52.73	
			001 - 589 99 99 000 - Payroll Clearing			61.04	
			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	
516	05/10/2018	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	10,623.99	Pay Cycle(s) 05/10/2018 To 05/10/2018 - DComp; Pay Cycle(s) 05/10/2018 To 05/10/2018 - PERS2; Pay Cycle(s) 05/10/2018 To 05/10/2018 - LEOFF2
			001 - 522 10 26 002 - Admin Retirement PERS			384.55	
			001 - 522 10 26 002 - Admin Retirement PERS			207.92	
			001 - 522 10 28 001 - Admin Retirement LEOFF			218.01	
			001 - 522 20 26 002 - FF Retirement PERS			82.30	
			001 - 522 20 26 002 - FF Retirement PERS			130.30	
			001 - 522 20 26 002 - FF Retirement PERS			97.79	
			001 - 522 20 26 002 - FF Retirement PERS			118.87	
			001 - 522 20 26 002 - FF Retirement PERS			109.38	
			001 - 522 20 26 002 - FF Retirement PERS			94.49	
			001 - 522 20 28 001 - FF Retirement LEOFF			173.38	
			001 - 522 20 28 001 - FF Retirement LEOFF			193.48	
			001 - 522 20 28 001 - FF Retirement LEOFF			214.31	
			001 - 522 20 28 001 - FF Retirement LEOFF			226.82	
			001 - 522 20 28 001 - FF Retirement LEOFF			251.67	
			001 - 522 20 28 001 - FF Retirement LEOFF			190.88	
			001 - 522 20 28 001 - FF Retirement LEOFF			221.16	
			001 - 522 20 28 001 - FF Retirement LEOFF			175.25	
			001 - 522 20 28 001 - FF Retirement LEOFF			156.19	
			001 - 589 99 99 000 - Payroll Clearing			223.02	
			001 - 589 99 99 000 - Payroll Clearing			1,034.39	
			001 - 589 99 99 000 - Payroll Clearing			286.77	
			001 - 589 99 99 000 - Payroll Clearing			55.00	
			001 - 589 99 99 000 - Payroll Clearing			620.58	
			001 - 589 99 99 000 - Payroll Clearing			110.58	
			001 - 589 99 99 000 - Payroll Clearing			837.78	
			001 - 589 99 99 000 - Payroll Clearing			150.00	
			001 - 589 99 99 000 - Payroll Clearing			90.00	
			001 - 589 99 99 000 - Payroll Clearing			47.82	
			001 - 589 99 99 000 - Payroll Clearing			75.72	
			001 - 589 99 99 000 - Payroll Clearing			223.46	
			001 - 589 99 99 000 - Payroll Clearing			56.83	
			001 - 589 99 99 000 - Payroll Clearing			69.08	
			001 - 589 99 99 000 - Payroll Clearing			63.56	
			001 - 589 99 99 000 - Payroll Clearing			120.82	
			001 - 589 99 99 000 - Payroll Clearing			54.91	
			001 - 589 99 99 000 - Payroll Clearing			279.38	

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					001 - 589 99 99 000 - Payroll Clearing	311.78	
					001 - 589 99 99 000 - Payroll Clearing	351.30	
					001 - 589 99 99 000 - Payroll Clearing	345.35	
					001 - 589 99 99 000 - Payroll Clearing	365.49	
					001 - 589 99 99 000 - Payroll Clearing	405.54	
					001 - 589 99 99 000 - Payroll Clearing	307.59	
					001 - 589 99 99 000 - Payroll Clearing	356.39	
					001 - 589 99 99 000 - Payroll Clearing	282.41	
					001 - 589 99 99 000 - Payroll Clearing	251.69	
517	05/10/2018	Payroll	6291	EFT	IRS	5,904.47	941 Deposit for Pay Cycle(s) 05/10/2018 - 05/10/2018
					001 - 522 10 20 001 - Admin Unemployment/Medic	58.14	
					001 - 522 10 20 001 - Admin Unemployment/Medic	43.83	
					001 - 522 10 20 001 - Admin Unemployment/Medic	23.20	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	26.16	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	26.16	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	26.16	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	26.16	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	26.16	
					001 - 522 20 20 001 - FF Unemployment/Medicare	45.70	
					001 - 522 20 20 001 - FF Unemployment/Medicare	50.68	
					001 - 522 20 20 001 - FF Unemployment/Medicare	9.40	
					001 - 522 20 20 001 - FF Unemployment/Medicare	14.88	
					001 - 522 20 20 001 - FF Unemployment/Medicare	56.25	
					001 - 522 20 20 001 - FF Unemployment/Medicare	11.17	
					001 - 522 20 20 001 - FF Unemployment/Medicare	13.57	
					001 - 522 20 20 001 - FF Unemployment/Medicare	60.57	
					001 - 522 20 20 001 - FF Unemployment/Medicare	66.16	
					001 - 522 20 20 001 - FF Unemployment/Medicare	12.49	
					001 - 522 20 20 001 - FF Unemployment/Medicare	50.97	
					001 - 522 20 20 001 - FF Unemployment/Medicare	58.08	
					001 - 522 20 20 001 - FF Unemployment/Medicare	46.80	
					001 - 522 20 20 001 - FF Unemployment/Medicare	10.79	
					001 - 522 20 20 001 - FF Unemployment/Medicare	41.71	
					001 - 522 20 21 001 - Medicare/SS Vol	2.30	
					001 - 522 20 21 001 - Medicare/SS Vol	2.30	
					001 - 522 20 21 001 - Medicare/SS Vol	1.73	
					001 - 522 20 21 001 - Medicare/SS Vol	7.46	
					001 - 522 20 21 001 - Medicare/SS Vol	4.59	
					001 - 522 20 21 001 - Medicare/SS Vol	3.44	
					001 - 522 20 21 001 - Medicare/SS Vol	4.02	
					001 - 589 99 99 000 - Payroll Clearing	474.47	
					001 - 589 99 99 000 - Payroll Clearing	44.96	
					001 - 589 99 99 000 - Payroll Clearing	270.12	
					001 - 589 99 99 000 - Payroll Clearing	299.45	
					001 - 589 99 99 000 - Payroll Clearing	9.40	
					001 - 589 99 99 000 - Payroll Clearing	2.30	
					001 - 589 99 99 000 - Payroll Clearing	102.49	
					001 - 589 99 99 000 - Payroll Clearing	271.76	
					001 - 589 99 99 000 - Payroll Clearing	385.95	
					001 - 589 99 99 000 - Payroll Clearing	26.16	
					001 - 589 99 99 000 - Payroll Clearing	70.33	
					001 - 589 99 99 000 - Payroll Clearing	52.16	
					001 - 589 99 99 000 - Payroll Clearing	687.19	
					001 - 589 99 99 000 - Payroll Clearing	416.97	
					001 - 589 99 99 000 - Payroll Clearing	2.30	
					001 - 589 99 99 000 - Payroll Clearing	44.16	
					001 - 589 99 99 000 - Payroll Clearing	1.73	
					001 - 589 99 99 000 - Payroll Clearing	7.46	
					001 - 589 99 99 000 - Payroll Clearing	4.59	
					001 - 589 99 99 000 - Payroll Clearing	3.44	

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					001 - 589 99 99 000 - Payroll Clearing	26.16	
					001 - 589 99 99 000 - Payroll Clearing	4.02	
					001 - 589 99 99 000 - Payroll Clearing	77.98	
					001 - 589 99 99 000 - Payroll Clearing	26.16	
					001 - 589 99 99 000 - Payroll Clearing	341.54	
					001 - 589 99 99 000 - Payroll Clearing	44.96	
					001 - 589 99 99 000 - Payroll Clearing	473.39	
					001 - 589 99 99 000 - Payroll Clearing	458.60	
					001 - 589 99 99 000 - Payroll Clearing	47.01	
					001 - 589 99 99 000 - Payroll Clearing	396.23	
518	05/10/2018	Payroll	6291	EFT	OR Department of Revenue	478.00	Pay Cycle(s) for OR Tax05/10/2018 - 05/10/2018
					001 - 589 99 99 000 - Payroll Clearing	258.00	
					001 - 589 99 99 000 - Payroll Clearing	220.00	
						<hr/>	
					001 General Fund	52,213.89	
						<hr/>	
						52,213.89	Payroll: 52,213.89

2018 BUDGET POSITION

East County Fire & Rescue
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001 General Fund Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
310 Taxes				
311 10 00 000 Leasehold Excise Tax	3,600.00	1,581.84	2,018.16	43.9%
311 10 00 001 Property Tax Collected	2,099,091.00	949,313.72	1,149,777.28	45.2%
311 10 00 002 Property Tax - Delinquent	10,000.00	0.00	10,000.00	0.0%
311 10 00 003 Admin Refund (CC Treasurer)	1,000.00	1,199.05	(199.05)	119.9%
311 10 00 004 Timber Excise Tax	4,000.00	0.00	4,000.00	0.0%
310 Taxes	2,117,691.00	952,094.61	1,165,596.39	45.0%
330 Intergovernmental Revenues				
332 15 60 000 Steigerwald Wildlife Reserve	200.00	0.00	200.00	0.0%
334 01 30 000 WSP FF1 Reimbursement	1,000.00	0.00	1,000.00	0.0%
334 04 90 000 EMS Participation Grant	1,250.00	1,222.00	28.00	97.8%
330 Intergovernmental Revenues	2,450.00	1,222.00	1,228.00	49.9%
340 Charges For Services				
342 21 00 000 Fire Protection Services	500.00	0.00	500.00	0.0%
342 21 00 001 Wildland Firefighting-Personnel	5,100.00	0.00	5,100.00	0.0%
342 21 00 002 Wildland Firefighting-Equipment	5,000.00	0.00	5,000.00	0.0%
342 21 00 003 Ntnl Motocross Standby	4,000.00	0.00	4,000.00	0.0%
342 21 00 004 Jemtegaard State Fee	600.00	0.00	600.00	0.0%
340 Charges For Services	15,200.00	0.00	15,200.00	0.0%
360 Misc Revenue				
361 10 00 000 Earnings on Investments	6,000.00	5,591.61	408.39	93.2%
362 00 00 000 DNR Timber Rents	10,000.00	25.41	9,974.59	0.3%
362 00 00 001 Station Use Fee	0.00	80.00	(80.00)	0.0%
367 00 00 000 Contributions & Donations	150.00	10.00	140.00	6.7%
369 10 00 000 Sale of Junk & Salvage	50.00	0.00	50.00	0.0%
369 80 00 000 Cash Adjustments (8X)	0.00	0.00	0.00	0.0%
369 91 00 000 Prior Year Refunds/Other Misc	250.00	0.00	250.00	0.0%
369 91 00 001 Other Misc. Revenue	50.00	0.00	50.00	0.0%
369 91 00 002 BVFF Refund for Vol Phys Exam	1,000.00	0.00	1,000.00	0.0%
360 Misc Revenue	17,500.00	5,707.02	11,792.98	32.6%
390 Other Revenues				
395 10 00 000 DNR Timber Sales	70,000.00	81,221.06	(11,221.06)	116.0%
395 20 00 000 Insurance Claim	0.00	4,491.92	(4,491.92)	0.0%
390 Other Revenues	70,000.00	85,712.98	(15,712.98)	122.4%
397 Interfund Transfers				
397 00 00 003 Transfer From Apparatus Reserve	222,443.00	224,836.68	(2,393.68)	101.1%
397 Interfund Transfers	222,443.00	224,836.68	(2,393.68)	101.1%
Fund Revenues:	2,445,284.00	1,269,573.29	1,175,710.71	51.9%

2018 BUDGET POSITION

East County Fire & Rescue
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001 General Fund Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures				
589 10 00 000 Deposit Refund	0.00	50.00	(50.00)	0.0%
580 Non Expenditures	0.00	50.00	(50.00)	0.0%
594 Capital Expenditures				
594 22 64 000 New Engine 91	222,443.00	224,885.93	(2,442.93)	101.1%
594 Capital Expenditures	222,443.00	224,885.93	(2,442.93)	101.1%

100 Administration

110 Commissioners

522 10 11 001 Commissioner Wages	30,000.00	7,866.00	22,134.00	26.2%
522 10 21 001 Commissioner Payroll Benefits	2,460.00	601.87	1,858.13	24.5%
522 10 48 001 Commissioner Mileage	350.00	0.00	350.00	0.0%
522 10 48 002 Commissioner Meals	500.00	0.00	500.00	0.0%
522 10 48 003 Commissioner Lodging	1,200.00	0.00	1,200.00	0.0%
522 10 48 004 Commissioner Dues/Memberships	2,600.00	2,500.00	100.00	96.2%
522 10 48 005 Commissioner Tuition	1,000.00	680.00	320.00	68.0%
110 Commissioners	38,110.00	11,647.87	26,462.13	30.6%

210 Wages & Benefits

522 10 10 001 Admin Salaries	193,263.00	59,042.23	134,220.77	30.6%
522 10 14 001 Admin Overtime	1,000.00	286.35	713.65	28.6%
522 10 19 001 Admin Deferred Comp	12,044.00	3,231.81	8,812.19	26.8%
522 10 20 001 Admin Unemployment/Medicare	5,254.00	1,414.40	3,839.60	26.9%
522 10 22 001 Admin Medical Insurance	53,487.00	18,632.25	34,854.75	34.8%
522 10 25 001 Admin Uniforms	300.00	0.00	300.00	0.0%
522 10 26 001 Admin Disability	2,497.00	1,968.84	528.16	78.8%
522 10 26 002 Admin Retirement PERS	13,148.00	3,905.52	9,242.48	29.7%
522 10 27 001 Admin VEBA	2,700.00	1,800.00	900.00	66.7%
522 10 28 001 Admin Retirement LEOFF	4,927.00	1,727.19	3,199.81	35.1%
522 10 29 001 Admin L&I	680.00	255.05	424.95	37.5%
210 Wages & Benefits	289,300.00	92,263.64	197,036.36	31.9%

220 Supplies & Services

522 10 24 001 Magellan - EAP	1,260.00	493.50	766.50	39.2%
522 10 30 000 Office Supplies	1,000.00	233.58	766.42	23.4%
522 10 30 001 Postage	450.00	140.79	309.21	31.3%
522 10 30 002 UPS/Federal Express	150.00	107.89	42.11	71.9%
522 10 31 000 Furniture/Appliances	3,900.00	69.30	3,830.70	1.8%
522 10 32 000 Cleaning and Sanitation	1,500.00	636.06	863.94	42.4%
522 10 33 000 Computer/Software/Supplies	3,000.00	145.94	2,854.06	4.9%
522 10 34 000 Incentives and Awards	750.00	0.00	750.00	0.0%
522 10 40 000 BIAS Financial Software	6,263.00	6,217.92	45.08	99.3%
522 10 40 001 Computer/Website Mtce & Repair	6,600.00	3,292.32	3,307.68	49.9%
522 10 40 002 Copier Mtce	600.00	139.44	460.56	23.2%
522 10 41 000 State Audit Costs	0.00	1,074.73	(1,074.73)	0.0%

2018 BUDGET POSITION

East County Fire & Rescue
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001 General Fund

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 10 42 000 Legal Services	4,500.00	405.00	4,095.00	9.0%
522 10 43 000 Medical/Drug Screen/Vaccinations	6,000.00	2,299.00	3,701.00	38.3%
522 10 44 000 Professional Services	6,000.00	5,699.40	300.60	95.0%
522 10 44 001 Chief Services (Camas)	37,080.00	15,450.00	21,630.00	41.7%
522 10 46 000 Taxes and Assessments	2,500.00	1,464.78	1,035.22	58.6%
522 10 49 000 Admin Tuition/Registration	900.00	450.00	450.00	50.0%
522 10 49 001 Admin Training Travel	400.00	31.89	368.11	8.0%
522 10 49 002 Admin Training Meals	300.00	107.34	192.66	35.8%
522 10 49 003 Admin Training Lodging	600.00	254.46	345.54	42.4%
522 20 42 000 Advertising	1,000.00	247.50	752.50	24.8%
522 20 42 001 Legal Notices	100.00	0.00	100.00	0.0%
522 20 45 001 Election Fees	2,000.00	2,949.99	(949.99)	147.5%
522 20 46 000 Bldgs/Liability/Equip Insuranc	38,000.00	722.00	37,278.00	1.9%
522 20 49 000 NFIRS/Fire Manager/Target Solutions	11,300.00	12,028.16	(728.16)	106.4%
220 Supplies & Services	136,153.00	54,660.99	81,492.01	40.1%
100 Administration	463,563.00	158,572.50	304,990.50	34.2%

200 Operations

210 Wages & Benefits

522 20 10 001 Firefighter Salaries	778,088.00	260,197.78	517,890.22	33.4%
522 20 10 002 Miscellaneous Salaries	1,500.00	0.00	1,500.00	0.0%
522 20 14 001 FF Overtime	67,000.00	31,046.08	35,953.92	46.3%
522 20 19 001 Capt Deferred Comp	16,324.00	6,027.41	10,296.59	36.9%
522 20 20 001 FF Unemployment/Medicare	22,733.00	6,695.26	16,037.74	29.5%
522 20 22 001 FF Medical Insurance	153,145.00	58,501.53	94,643.47	38.2%
522 20 25 001 FF Uniforms	4,500.00	950.03	3,549.97	21.1%
522 20 26 001 FF Disability	9,625.00	2,843.59	6,781.41	29.5%
522 20 26 002 FF Retirement PERS	16,305.00	5,511.27	10,793.73	33.8%
522 20 27 001 FF VEBA	8,100.00	8,100.00	0.00	100.0%
522 20 28 001 FF Retirement LEOFF	38,917.00	13,783.73	25,133.27	35.4%
522 20 29 001 FF L&I	40,502.00	18,532.14	21,969.86	45.8%
210 Wages & Benefits	1,156,739.00	412,188.82	744,550.18	35.6%

215 Volunteer Benefits

522 20 11 001 Volunteer Stipends	30,000.00	11,031.00	18,969.00	36.8%
522 20 21 001 Medicare/SS Vol	2,295.00	786.53	1,508.47	34.3%
522 20 23 001 Intern Tuition Assistance	18,000.00	1,916.00	16,084.00	10.6%
215 Volunteer Benefits	50,295.00	13,733.53	36,561.47	27.3%

220 Supplies & Services

522 20 30 000 Maps/Books/ Periodicals	450.00	139.00	311.00	30.9%
522 20 31 000 Food and Water	1,500.00	35.74	1,464.26	2.4%
522 20 32 000 Expendable Equipment	1,500.00	110.04	1,389.96	7.3%
522 20 32 001 Other Operating Supplies	1,500.00	303.63	1,196.37	20.2%
522 20 32 002 Equipment	18,300.00	2,310.48	15,989.52	12.6%
522 20 32 003 Tech Rescue Equipment	3,000.00	628.97	2,371.03	21.0%

2018 BUDGET POSITION

East County Fire & Rescue
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001 General Fund

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 20 32 004 Hose & Nozzles	2,000.00	88.00	1,912.00	4.4%
522 20 33 000 Volunteer Uniforms	600.00	182.10	417.90	30.4%
522 20 33 001 T-Shirts/Sweatshirts	1,500.00	961.51	538.49	64.1%
522 20 34 000 Bldg Supplies/Facility Misc	1,500.00	327.40	1,172.60	21.8%
522 20 35 000 Address Signs	150.00	0.00	150.00	0.0%
522 20 36 000 Diesel / Gas	20,000.00	4,435.64	15,564.36	22.2%
522 20 37 000 Exercise Equip	1,000.00	0.00	1,000.00	0.0%
522 20 38 000 Turn-Outs	8,000.00	58.97	7,941.03	0.7%
522 20 38 001 PPE Accessories	4,000.00	2,137.27	1,862.73	53.4%
522 20 40 000 Radio Dispatch	50,000.00	21,666.58	28,333.42	43.3%
522 20 41 000 Pagers	636.00	230.31	405.69	36.2%
522 20 41 001 Satellite Phone	375.00	120.80	254.20	32.2%
522 20 41 002 Verizon MDC Cards	960.00	320.08	639.92	33.3%
522 20 41 003 Cell Phones E91 & E94	1,200.00	0.00	1,200.00	0.0%
522 20 43 000 Hydrant/Fireline	600.00	187.08	412.92	31.2%
522 20 44 001 Dues/Memberships	3,200.00	2,720.00	480.00	85.0%
522 20 45 000 Volunteer Pensions	1,500.00	810.00	690.00	54.0%
220 Supplies & Services	123,471.00	37,773.60	85,697.40	30.6%

240 Wildland Wages & Benefits

522 20 11 002 Wildland Salary & Benefits	2,500.00	0.00	2,500.00	0.0%
522 20 14 002 Wildland Overtime	2,600.00	0.00	2,600.00	0.0%
240 Wildland Wages & Benefits	5,100.00	0.00	5,100.00	0.0%

200 Operations	1,335,605.00	463,695.95	871,909.05	34.7%
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300 Public Education

220 Supplies & Services

522 30 30 000 Educational Supplies	500.00	0.00	500.00	0.0%
522 30 40 000 Printing/Newsletter	600.00	0.00	600.00	0.0%
522 30 41 000 Postage for Newsletter	1,300.00	0.00	1,300.00	0.0%
522 30 42 000 Public Education Advertising	300.00	0.00	300.00	0.0%
220 Supplies & Services	2,700.00	0.00	2,700.00	0.0%

300 Public Education	2,700.00	0.00	2,700.00	0.0%
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400 Training

220 Supplies & Services

522 45 30 000 Books/Periodicals (Training)	2,000.00	601.96	1,398.04	30.1%
522 45 31 000 Office Supplies (Training)	0.00	0.00	0.00	0.0%
522 45 32 000 Food and Water (Training)	150.00	0.00	150.00	0.0%
522 45 33 000 Training Supplies	500.00	90.34	409.66	18.1%
522 45 40 000 Local/Long Distance Travel (Training)	500.00	0.00	500.00	0.0%
522 45 41 000 Meals (Training)	2,500.00	790.00	1,710.00	31.6%
522 45 42 000 Lodging	2,000.00	741.12	1,258.88	37.1%

2018 BUDGET POSITION

East County Fire & Rescue
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001 General Fund Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 45 43 000 Tuition	10,000.00	500.00	9,500.00	5.0%
220 Supplies & Services	17,650.00	2,723.42	14,926.58	15.4%
400 Training	17,650.00	2,723.42	14,926.58	15.4%

500 Equipment Repair & Maintenance

220 Supplies & Services				
522 60 40 000 Fire Extinguisher Maint	1,200.00	0.00	1,200.00	0.0%
522 60 40 001 Exercise Equip Maint	1,000.00	692.78	307.22	69.3%
522 60 41 000 Hose & Nozzle Test/Mtce	200.00	0.00	200.00	0.0%
522 60 41 001 EMS Equipment Mtce	200.00	0.00	200.00	0.0%
522 60 41 002 Ladder Testing/Repair	1,500.00	653.59	846.41	43.6%
522 60 41 003 Hand Tool Maintenance	150.00	0.00	150.00	0.0%
522 60 41 004 SCBA Mtce	22,000.00	0.00	22,000.00	0.0%
522 60 42 000 Minitors/Radios Repair	4,000.00	597.74	3,402.26	14.9%
522 60 43 000 Small Engine Repair	5,000.00	182.13	4,817.87	3.6%
522 60 47 001 Emergency Generators Repair/Mtce.	500.00	0.00	500.00	0.0%
220 Supplies & Services	35,750.00	2,126.24	33,623.76	5.9%
500 Equipment Repair & Maintenance	35,750.00	2,126.24	33,623.76	5.9%

525 Disaster Services

525 Disaster Services				
525 60 30 000 Disaster Preparedness	150.00	0.00	150.00	0.0%
525 Disaster Services	150.00	0.00	150.00	0.0%
525 Disaster Services	150.00	0.00	150.00	0.0%

550 Apparatus Repair & Maintenance

220 Supplies & Services				
522 60 48 000 Vehicle Repair & Maint	2,700.00	102.23	2,597.77	3.8%
522 60 48 001 T95	2,250.00	0.00	2,250.00	0.0%
522 60 48 009 E93	3,600.00	0.00	3,600.00	0.0%
522 60 48 010 T93	2,250.00	0.00	2,250.00	0.0%
522 60 48 011 S92	3,600.00	0.00	3,600.00	0.0%
522 60 48 012 U93	675.00	0.00	675.00	0.0%
522 60 48 013 S93	3,600.00	0.00	3,600.00	0.0%
522 60 48 014 E91	3,600.00	898.56	2,701.44	25.0%
522 60 48 016 U91	675.00	342.82	332.18	50.8%
522 60 48 018 U92	675.00	0.00	675.00	0.0%
522 60 48 019 RH93	675.00	659.88	15.12	97.8%
522 60 48 905 A93	675.00	0.00	675.00	0.0%
522 60 48 909 E92	2,250.00	0.00	2,250.00	0.0%

2018 BUDGET POSITION

East County Fire & Rescue
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001 General Fund Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 60 48 911 E95	3,600.00	0.00	3,600.00	0.0%
522 60 48 914 T94	2,250.00	0.00	2,250.00	0.0%
522 60 48 915 U94	675.00	0.00	675.00	0.0%
522 60 48 916 E94	3,600.00	4.65	3,595.35	0.1%
522 60 48 917 S91	3,600.00	0.00	3,600.00	0.0%
522 60 48 918 S93	1,800.00	0.00	1,800.00	0.0%
522 60 48 919 T91	2,250.00	0.00	2,250.00	0.0%
220 Supplies & Services	45,000.00	2,008.14	42,991.86	4.5%
550 Apparatus Repair & Maintenance	45,000.00	2,008.14	42,991.86	4.5%
580 Non Expenditures				
580 Non Expenditures				
589 99 99 000 Payroll Clearing	0.00	2,020.56	(2,020.56)	0.0%
580 Non Expenditures	0.00	2,020.56	(2,020.56)	0.0%
580 Non Expenditures	0.00	2,020.56	(2,020.56)	0.0%
592 Debt Service				
597 Interfund Transfers				
597 22 55 001 Transfer Out- Debt Service Payment	249,888.00	0.00	249,888.00	0.0%
597 Interfund Transfers	249,888.00	0.00	249,888.00	0.0%
592 Debt Service	249,888.00	0.00	249,888.00	0.0%
594 Capital Expenditures				
594 Capital Expenditures				
594 22 60 000 Capital Purchases	4,600.00	0.00	4,600.00	0.0%
594 22 61 000 Computer Equip	26,500.00	2,185.35	24,314.65	8.2%
594 22 62 000 Offsets Over Est. Prop. Tax	50,000.00	0.00	50,000.00	0.0%
594 22 63 000 Offsets Est. Mob Equip. Rev	5,000.00	0.00	5,000.00	0.0%
594 Capital Expenditures	86,100.00	2,185.35	83,914.65	2.5%
594 Capital Expenditures	86,100.00	2,185.35	83,914.65	2.5%
600 Facilities				
220 Supplies & Services				
522 50 30 000 Grounds & Park	3,000.00	12.02	2,987.98	0.4%
522 50 40 000 Bldg Repair & Maint	20,000.00	6,925.29	13,074.71	34.6%

2018 BUDGET POSITION

East County Fire & Rescue
MCAG #: 1060

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001 General Fund Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
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220 Supplies & Services

220 Supplies & Services	23,000.00	6,937.31	16,062.69	30.2%
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691 Station 91

522 50 41 091 Monitoring (St 91)	450.00	222.68	227.32	49.5%
522 50 42 091 Comcast Tel/Internet (St 91)	3,500.00	1,268.20	2,231.80	36.2%
522 50 43 091 Electrical Service (St 91)	7,000.00	2,238.11	4,761.89	32.0%
522 50 44 091 Garbage (St 91)	1,350.00	476.83	873.17	35.3%
522 50 45 091 Gas (St 91)	3,500.00	1,987.61	1,512.39	56.8%
522 50 46 091 Water & Sewer (St 91)	1,000.00	225.30	774.70	22.5%
691 Station 91	16,800.00	6,418.73	10,381.27	38.2%

692 Station 92

522 50 43 092 Electrical & Heating (St 92)	850.00	403.25	446.75	47.4%
692 Station 92	850.00	403.25	446.75	47.4%

693 Station 93

522 50 41 093 Monitoring (St 93)	400.00	95.33	304.67	23.8%
522 50 42 093 Comcast Tel/Internet (St 93)	1,677.00	623.29	1,053.71	37.2%
522 50 43 093 Electrical & Htg (St 93)	4,500.00	2,570.25	1,929.75	57.1%
522 50 44 093 Garbage (St 93)	150.00	58.36	91.64	38.9%
693 Station 93	6,727.00	3,347.23	3,379.77	49.8%

694 Station 94

522 50 41 094 Monitoring (St 94)	635.00	327.52	307.48	51.6%
522 50 42 094 Comcast Tel/Internet (St 94)	2,695.00	1,096.13	1,598.87	40.7%
522 50 43 094 Electric & Heating (St 94)	6,100.00	3,100.38	2,999.62	50.8%
522 50 44 094 Garbage (St 94)	650.00	233.11	416.89	35.9%
694 Station 94	10,080.00	4,757.14	5,322.86	47.2%

695 Station 95

522 50 41 095 Monitoring (St 95)	610.00	0.00	610.00	0.0%
522 50 42 095 Telephone (St 95)	780.00	317.20	462.80	40.7%
522 50 43 095 Electrical & Heating (St 95)	1,500.00	437.64	1,062.36	29.2%
522 50 45 095 Gas (St 95)	800.00	154.30	645.70	19.3%
522 50 46 095 Water & Sewer (St 95)	1,500.00	503.63	996.37	33.6%
695 Station 95	5,190.00	1,412.77	3,777.23	27.2%

600 Facilities	62,647.00	23,276.43	39,370.57	37.2%
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800 Fund Transfers

801 Transfer To Reserve Fund

597 22 49 000 Transfer Out- Capital Facility	0.00	0.00	0.00	0.0%
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2018 BUDGET POSITION

East County Fire & Rescue
MCAG #: 1060

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001 General Fund

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
801 Transfer To Reserve Fund				
597 22 60 001 Transfer Out- Apparatus Reserve	0.00	0.00	0.00	0.0%
597 22 64 001 TransfersOut - Equipment Reserve	0.00	0.00	0.00	0.0%
801 Transfer To Reserve Fund	0.00	0.00	0.00	0.0%
800 Fund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	2,521,496.00	881,544.52	1,639,951.48	35.0%
Fund Excess/(Deficit):	(76,212.00)	388,028.77		

2018 BUDGET POSITION TOTALS

East County Fire & Rescue
MCAG #: 1060

Months: 01 To: 04

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	2,445,284.00	1,269,573.29	51.9%	2,521,496.00	881,544.52	35.0%
	<u>2,445,284.00</u>	<u>1,269,573.29</u>	<u>51.9%</u>	<u>2,521,496.00</u>	<u>881,544.52</u>	<u>35.0%</u>

2018 BUDGET POSITION

East County Fire & Rescue
MCAG #: 1060

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002 Apparatus Replacement Fund

Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 10 00 001 Beginning Balance Apparatus Replacement	510,496.32	510,496.32	0.00	100.0%
308 Beginning Balances	510,496.32	510,496.32	0.00	100.0%
360 Misc Revenue				
361 10 00 001 Investment Interest (Apparatus Reserve)	0.00	1,710.92	(1,710.92)	0.0%
360 Misc Revenue	0.00	1,710.92	(1,710.92)	0.0%
397 Interfund Transfers				
397 00 00 001 Transfer In-Apparatus Replacement	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	510,496.32	512,207.24	(1,710.92)	100.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers				
597 22 60 002 Transfers From Apparatus Reserve	222,443.00	224,836.68	(2,393.68)	101.1%
597 Interfund Transfers	222,443.00	224,836.68	(2,393.68)	101.1%
Fund Expenditures:	222,443.00	224,836.68	(2,393.68)	101.1%
Fund Excess/(Deficit):	288,053.32	287,370.56		

2018 BUDGET POSITION

East County Fire & Rescue
MCAG #: 1060

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003 Capital Facility Fund

Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 10 00 002 Beginning Balance Capital Facility	41,976.63	41,976.63	0.00	100.0%
308 Beginning Balances	41,976.63	41,976.63	0.00	100.0%
360 Misc Revenue				
361 10 00 002 Investment Interest (Capital Facility)	0.00	174.10	(174.10)	0.0%
360 Misc Revenue	0.00	174.10	(174.10)	0.0%
397 Interfund Transfers				
397 00 00 000 Transfer In- Capital Facility	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	41,976.63	42,150.73	(174.10)	100.4%
Fund Excess/(Deficit):	41,976.63	42,150.73		

2018 BUDGET POSITION

East County Fire & Rescue
MCA# #: 1060

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004 Leave Accrual Fund

Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 10 00 003 Beginning Balance Leave Accrual	43,118.63	43,118.63	0.00	100.0%
308 Beginning Balances	43,118.63	43,118.63	0.00	100.0%
360 Misc Revenue				
361 10 00 003 Investment Interest (Leave Accrual)	0.00	178.82	(178.82)	0.0%
360 Misc Revenue	0.00	178.82	(178.82)	0.0%
Fund Revenues:	43,118.63	43,297.45	(178.82)	100.4%
Fund Excess/(Deficit):	43,118.63	43,297.45		

2018 BUDGET POSITION

East County Fire & Rescue
MCAG #: 1060

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005 Plans Trailer Copier

Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 10 00 004 Beginning Balance Plans Trailer Copier	2,056.92	2,056.92	0.00	100.0%
308 Beginning Balances	2,056.92	2,056.92	0.00	100.0%
360 Misc Revenue				
361 10 00 005 Investment Interest (Plans Trailer)	0.00	8.52	(8.52)	0.0%
360 Misc Revenue	0.00	8.52	(8.52)	0.0%
Fund Revenues:	2,056.92	2,065.44	(8.52)	100.4%
Fund Excess/(Deficit):	2,056.92	2,065.44		

2018 BUDGET POSITION

East County Fire & Rescue
MCAG #: 1060

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006 Equipment Reserve Fund

Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 10 00 005 Beginning Balance Equipment Reserve	86,445.37	86,445.37	0.00	100.0%
308 Beginning Balances	86,445.37	86,445.37	0.00	100.0%
360 Misc Revenue				
361 10 00 004 Investment Interest (Equipment Reserve)	0.00	358.51	(358.51)	0.0%
360 Misc Revenue	0.00	358.51	(358.51)	0.0%
397 Interfund Transfers				
397 00 00 002 Transfer In- Equipment Reserve	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	86,445.37	86,803.88	(358.51)	100.4%
Fund Excess/(Deficit):	86,445.37	86,803.88		

2018 BUDGET POSITION TOTALS

East County Fire & Rescue
MCAG #: 1060

Months: 01 To: 04

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
002 Apparatus Replacement Fund	510,496.32	512,207.24	100.3%	222,443.00	224,836.68	101.1%
003 Capital Facility Fund	41,976.63	42,150.73	100.4%	0.00	0.00	0.0%
004 Leave Accrual Fund	43,118.63	43,297.45	100.4%	0.00	0.00	0.0%
005 Plans Trailer Copier	2,056.92	2,065.44	100.4%	0.00	0.00	0.0%
006 Equipment Reserve Fund	86,445.37	86,803.88	100.4%	0.00	0.00	0.0%
	684,093.87	686,524.74	100.4%	222,443.00	224,836.68	101.1%



Clark County Amateur Radio Club
 P.O. Box 1424 Vancouver, Washington 98668
 Serving the Amateur Radio Community Since 1930



26 April 2018

From: Tim Kuhlman, KD7RUS
 P.O. Box 1424
 Vancouver, WA 98668



To: Officer of the Commissioners
 East County Fire & Rescue
 600 NE 267th Avenue
 Camas, WA 98607

BY:

As President of the Clark County Amateur Radio Club, I would like to personally invite you to attend an exercise we are participating in on June 23, 2018 here in Vancouver. It is an exercise for all amateur radio operators called "FIELD DAY". This exercise will demonstrate to you the value that amateur radio brings to our community. Field Day is sponsored annually by the American Radio Relay League (ARRL), the national association for Amateur Radio.

During Field Day, operators will be on the air for 24-hours with amateur radio equipment and following similar procedures that could be used if we had an actual emergency in our area. Thousands of radio operators across the United States will be participating in this exercise, many will be on the air for their first time. We will be operating our equipment starting at 11:00 a.m. on Saturday morning and will be operating to contact other stations in the area and around the country until 11:00 a.m. on Sunday. We are expecting 150-200 amateur radio operators and the general public to visit our site.

Members of our local Amateur Radio Emergency Service (ARES) and EYEWARN organizations will be participating and will be demonstrating emergency communications equipment and can answer questions on their role working with CRESA and other agencies in Clark County if the need should arise for emergency communication services.

Join us at SEH America, our Field Day site, at 3900 NE 112th Ave. Vancouver, WA. We ask guests to arrive between 12:00 noon and 4:00 p.m. on Saturday **June 23rd** which is the best time for us to talk with you and show you around the Field Day site. There is ample parking in the overflow parking lot to the side of our event. You may enter the parking area from NE 112th Ave and NE 39th St through the side gate. In addition; we will have an information packet to give you that describes the value and the many uses of amateur radio and the local uses of our volunteer communication services we provide. Look forward to meeting you and discussing our organization at Field Day!

Sincerely,

Tim Kuhlman, KD7RUS
 President, Clark County Amateur Radio Club

Deputy Chief Report

5-15-18

Calls since last Commissioner meeting: **22**

EMS: **11**

Fire: **2**

Other: **9**

Calls YTD: 2018- **316**

Staff Overtime Numbers:

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

Used YTD: **\$35,039**

% Used: **51.53%**

- Brown outs since last meeting: **3**
5-2-18, 24 hrs., Station 94
4-8-18, 24 hrs., Station 94
5-9-18, 24 hrs., Station 94
- Staff is continuing to prepare for our open house that is scheduled for Sunday, July 29th.
- Staff has been busy working with Liz Loomis Public Affairs in sharing information about our agency. The information requested will help prepare for news releases and for our public outreach.
- I will be attending the Washington Fire Chiefs Annual Conference in Kennewick next week. I will be available by cell phone if needed and should be back in the office on Friday, May 25th.
- We have completed the 2017 Fire District Annual Report. Commissioners should have received copies in your email and staff has added the report to the website.

AC Jacobs Report

5-15-18

April EST training was 4-23-2018

May DOC/EOC training 5-8-2018 Sta. 91 7 PM.

May EST training 5-21-2018 Sta. 93 7 PM. One week early due to Memorial Day holiday.

New Engine training by General fire was Thursday May 3rd.

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

General Fire may be interested in surplus engine 95, I will be in contact with them to see what develops.

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.

SCBA Proposal

~50 MSA FireHawk M7 SCBA Packs

Purchased in 2008 via a Federal grant

Carbon Wrapped Bottles are Good for 15 Years

Bottles need to be Hydro tested every 5 Years

2018 needs:

Hydro tests for all carbon wrapped bottles @ ~\$1700 (currently being done)

Replace 2 Carbon Wrapped 1 hour "RIT" Bottles @ \$1000 ea. (Current bottles were not replaced with the grant money in 2008 and are now outdated)

Option 1 – (50) 2nd stage regulator rebuild @ \$22,000 (2018 budgeted item) plus labor (yet to be scheduled)

Option 2 – (20) 2nd stage regulator rebuild @ \$8,800 plus labor (yet to be scheduled)

Option 3 – (20) New SCBA's @ \$131,000

2023 needs:

Option 1 – (50) 1st stage regulator rebuilds and Carbon Bottle replacement @ \$145,500 plus labor

Option 2 – (20) 1st stage regulator rebuilds and Carbon Bottle replacement @ \$58,200 plus labor

Option 3 – (20) New SCBA's @ \$131,000 (estimate only) Replace 2 RIT Kits @ \$6500

Recommendation:

2018 – Option 2 rebuild 20 packs.

Option 3 in 2023.

EAST COUNTY Fire and Rescue

PURCHASING REQUEST FORM

REQUESTED ITEM(S): (2) 1hr SCBA bottles

BRAND/MODEL/VENDOR/PART NUMBER: Seawestern

APPARATUS / STATION NUMBER: E91 / E94

ESTIMATED COST OF REQUESTED ITEM: \$2000

EXPLAIN THE NEED FOR REQUESTED ITEM: Current bottles expired

PERSON REQUESTING THE PURCHASE: Prasch

DATE: 5/14/18

BUDGET CODING: SUB 577 ELE 20 OBJ 32 ID 002

DATE NEEDED BY: 5-30-18

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:

Iliana Ortega

From: Iliana Ortega
Sent: Friday, May 04, 2018 11:46 AM
To: Commissioner
Cc: Mike Carnes
Subject: Station 93 Heating/Cooling Maintenances Follow Up

Good morning,

Just sending out a follow up and some information regarding the heating/cooling at Station 93 discussion had at our last meeting.

The cost breakdown are as follow:

1. To replace the 2 ton Compressor - \$3278 + tax
2. New heat pump - \$ 6000 + tax
3. Ducting to connect the 2 ton to the 5 ton system - \$1700 + tax

Chief Carnes has spoken with the a service specialist and a technician with Miller's Heating & Air they both recommend option #3 - to duct the 2 ton system to the 5 ton system. They have explained that the 5 ton system is capable of supporting the entire facility.

Thank you!

Iliana Ortega
East County Fire & Rescue
600 NE 267th Avenue
Camas, WA 98607
Ph: 360.834.4908
Fax 360.834.5454



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

Communication Projects/ Key Dates	Mar	Apr	May	Jun	Jul	Aug (Last day to file resolution 8/7, Open Houses)	Sept
General Consulting	Conference Call	Conference Call	Conference Call	Conference Call	Conference Call	Conference Call	Conference Call
Paid Communications	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			
Earned Media		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	
Social & Owned Media			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
Public Outreach			Develop PowerPoint/ Present to all personnel		Board Meeting 1 & 2 to consider resolution/ Open House - July 29		

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						

EAST COUNTY FIRE & RESCUE
Policies, Procedures, and Guidelines

SUBJECT: Cell Phone Usage

PPG NUMBER: 00.2.1

PAGE: 1 of 2

DATE OF ISSUE: 05/15/2018

APPROVED BY: _____
Board Chair

REVIEWED: _____

PURPOSE:

The purpose of this policy is to establish guidelines for the use of mobile telephones and communication devices, whether issued by the District or personally owned, while on-duty or when used for authorized work-related purposes.

POLICY:

East County Fire & Rescue allows members to utilize District owned cell phones and to possess personally owned cell phones in the workplace. While cell phones in the workplace can assist in the mission of the department, they can also contribute to an unprofessional appearance. In addition, cell phone use while driving creates a potential danger for personnel and the public. As the department is engaged in service to the public, maintaining a safe and professional tenor is mandatory for all personnel to uphold.

All cell phone use, whether District or personally owned, shall be in compliance with District policies, and local, state, and federal laws.

SCOPE:

This policy shall apply to all District members while on duty or representing East County Fire & Rescue. The term "Cell Phone" shall apply to all wireless electronic devices capable of receiving or sending phone calls, text messages, and/or emails.

PERSONAL CELL PHONES:

Members may carry a Personal Cell Phone while on duty subject to the following conditions and limitations:

1. The District will not reimburse any member for the cost of their Personal Cell Phone.
2. The District is not responsible for loss or damage to a Personal Cell Phone.
3. Use of Personal Cell Phones shall not interfere with the performance of job tasks.
4. Use of Personal Cell Phone while on duty shall be governed by the same safety restrictions as provided for District Cell Phones.
5. Personal Cell Phones shall not be used for the recording of audio, video, or photos while on duty without the express authorization of a Chief Officer or their designee.
6. Personal Cell Phones shall not be used to conduct District Business unless such use only creates a record that is managed by the District such as an email sent or

received to an ECFR.US email. Sending of text messages to conduct district business from a Personal Cell Phone is strictly prohibited.

7. Any member that uses a Personal Cell Phone for District business acknowledges that such use subjects the Personal Cell Phone to review or inspection by the District if necessary to identify communications or data that is stored on the phone when such communications or data may be responsive to a request under the Washington State Public Record Act.
8. Any member that creates or receives communications or data related to the operation of the District on a Personal Cell Phone is responsible to insure that such communications and data are provided to the District's record retention officer on a regular basis.

DISTRICT OWNED CELL PHONES:

The District may, at its discretion, assign a District Cell Phone to any member or apparatus. Such District Cell Phones shall remain the sole property of the District and shall be subject to inspection or monitoring at any time without notice or cause. District Cell Phones are to be used to conduct the business of District as outlined below:

1. District Cell Phones are an augmentation to the district's communication system, not a substitute for radio communication designated for transmission through the emergency communication center. Members shall not use the District Cell Phones for car-to car communication when other means are available and appropriate.
2. The personal use of District Cell Phones is generally not permitted. Only incidental and necessary personal calls that are of limited number and duration and do not conflict with the proper exercise of Fire department duties will be allowed.
3. Members shall not download apps or ringtones to District Cell Phones without the approval of the Fire Chief or designee.
4. Members shall not use District Cell Phones to access social networking sites for any purpose that is not official District business.
5. District Cell phones shall not be used while driving emergency response vehicles. Calls may be made while driving a staff vehicle only if it is done "hands free".
6. Members that are assigned a District Cell Phone shall be responsible for the safekeeping of the District Cell Phone.
7. The safekeeping of District Cell Phones that are assigned to an apparatus shall be the responsibility of the shift Captain or acting officer. When the District Cell Phone is not in the immediate possession of the shift Captain or acting officer it will be placed in a designated location on the apparatus.
8. Lost or damaged District Cell Phone shall be reported immediately to a Chief Officer.

EAST COUNTY FIRE & RESCUE
Policies, Procedures, and Guidelines

SUBJECT: Code of Ethics

PPG NUMBER: 10.7.23 PAGE: 1 of 4 DATE OF ISSUE: 05-17-11

APPROVED BY: _____ REVISED: 05/15/2018
Board Chair

The success of East County Fire & Rescue is dependent on the trust and confidence we earn from our customers, volunteers, and employees. We gain credibility by adhering to our commitments, displaying honesty and integrity, and reaching our goals solely through honorable conduct (see section 402 of Rules and Regs).

Respect

All members deserve to work in an environment where we are treated with dignity and respect. East County Fire & Rescue is committed to creating such an environment because it brings out the full potential in each of us, which, in turn, contributes directly to our success.

East County Fire & Rescue is an equal employment/affirmative action employer and is committed to providing a workplace that is free of discrimination and all types of abusive, and offensive or harassing behavior. (Policy 10.7 Discrimination and Harassment)

Open and Honest Communication

At East County Fire & Rescue everyone shall feel comfortable to respectfully speak his or her mind, particularly with respect to ethics concerns. Supervisors have a responsibility to create an open and supportive environment where members feel comfortable raising such questions. We all benefit tremendously when members exercise their power to prevent mistakes or wrongdoing by asking the right questions at the right times.

East County Fire & Rescue will investigate all reported instances of questionable or unethical behavior. In every instance where improper behavior is found to have occurred, East County Fire & Rescue will take appropriate action. Retaliation against members who raise genuine ethics concerns in good faith will not be tolerated.

Members are encouraged, in the first instance, to address such issues with their Supervisor, as most problems can be resolved swiftly. If for any reason that is not possible or if a member is not comfortable raising the issue with his or her Supervisor members shall report issues to a Chief Officer

Management

Management staff is expected to serve as appropriate role models for proper compliance with the provisions of this policy and are encouraged to remind employees of their responsibilities in complying with this policy.

Supervisors must be responsible for promptly addressing ethical questions or concerns raised by members and for taking the appropriate steps to deal with such issues. Supervisors shall not consider member's ethics concerns as threats or challenges to their authority, but rather as another encouraged form of communication. At East County Fire & Rescue, we want the ethics dialogue

to become a natural part of daily work.

The Law

East County Fire & Rescue members shall comply with applicable department policy, laws, rules and regulations where we do business. If unsure of whether a contemplated action is permitted members shall seek the advice of their supervisor. Individually, members are responsible for preventing violations of law and for speaking up about possible violations.

Avoid Conflicts of Interest

No member of East County Fire & Rescue shall use his or her position for personal gain and shall avoid conflicts of interest or the appearance of conflicts of interest.

Conflict of interest may occur, but may not be a violation of this policy. If full disclosure is made public and the Board of Commissioners deem the conflict to be De Minimus, there would be no violation of policy. While not every instance of a violation of this policy can be anticipated, listed below are specific examples of possible conflicts of interest:

1. Being employed (employee or close family member) by, or acting as a consultant to, a supplier or contractor that the District contracts with, while a member of East County Fire & Rescue.
2. Hiring or supervising family members or closely related persons.
3. Owning or having a substantial interest in a supplier or contractor that East County Fire & Rescue may use for product or services.
4. Having a personal interest, financial interest or potential gain in any East County Fire & Rescue transaction.
6. No member shall accept for his or her own benefit any services, benefits, rewards, or concessions from any person or company offered as an inducement to perform his or her duties in a manner sought by the grantor. Acceptance of gifts, discounts, favors or services shall comply with RCW 42.52.150. Some items may be deemed "exempt" from the definition of gift per RCW 42.52.010. Campaign contributions may also be exempt if they are reported under RCW 42.17. Members with questions about accepting gifts or favors shall talk to their Supervisor .

Before engaging in any activity, transaction or relationship that might give rise to a conflict of interest, members shall seek review from their supervisor.

Honesty and Integrity

Members are expected to be mindful of the public expectations placed on the District and its members. Members are expected to act with good judgement, discretion, honesty, and integrity at all times.

Accepting Business Courtesies

Members who award contracts or who can influence the allocation of resources, or who participate in negotiation of contracts must be particularly careful to avoid actions that create the appearance of favoritism or that may adversely affect the agencies reputation for impartiality and fair dealing. The prudent course is to refuse a courtesy from a supplier when East County Fire & Rescue is involved in choosing or reconfirming a supplier, or under circumstances that would create an

impression that offering courtesies is the way to obtain East County Fire & Rescue business.

Accurate Public Disclosures

Disclosures made in financial reports and public documents shall be complete, fair, accurate, timely and understandable. This obligation applies to all members. No member shall misrepresent facts or falsify records for any reason.

No member shall improperly influence, manipulate or mislead any authorized audit, nor interfere with any auditor engaged to perform an internal independent audit of East County Fire & Rescue books, records, processes or internal controls.

Accountability

Each member is responsible for knowing and adhering to the values and standards set forth in this policy and for raising questions if they are uncertain about District policy. If members are concerned whether the standards are being met, or are aware of violations of the policy, they must report it to their supervisor or a Chief officer.

Confidential and Proprietary Information

Integral to East County Fire & Rescue's success is the protection of confidential agency information, as well as nonpublic information entrusted to us by members, customers and other business partners. Confidential information includes such things as member data, customer names/addresses, information protected by privacy laws, or other nonpublic information about partnering agencies. Confidential and nonpublic information shall not be disclosed without a valid business purpose *and* proper authorization.

The misuse, unauthorized access to, or mishandling of confidential information, particularly personnel information, is strictly prohibited and will be subject to discipline up to and including immediate discharge.

Use of Agency Resources

Agency resources, including time, material, equipment and information, are provided for agency business use. Nonetheless, occasional personal use is permissible as long as it does not affect job performance, cause a disruption to the workplace, or create additional cost to the tax payers (see section 702 of Rules and Regulations).

Members and those who represent East County Fire & Rescue are trusted to behave responsibly and use good judgment to conserve agency resources. Supervisors are responsible for the resources assigned to them and are empowered to resolve issues concerning their proper use.

Members shall not use agency equipment such as computers, copiers and fax machines in the conduct of an outside business or in support of any religious, political or other outside daily activity, except for agency-requested support to nonprofit organizations. Members shall not solicit contributions nor distribute non-work related materials during work hours.

In order to protect the interests of the East County Fire & Rescue computer network and our fellow employees, East County Fire & Rescue reserves the right to monitor or review all data and information contained on an employee's agency-issued computer or electronic device, the use of the internet or East County Fire & Rescue's intranet. The use of agency resources to create, access, store, print, solicit or send any materials that are harassing, threatening, abusive, sexually

explicit or otherwise offensive or inappropriate shall not be tolerated.

Questions about the proper use of agency resources shall be directed to your supervisor .

Media Inquiries

East County Fire & Rescue is a high-profile agency in our community, and from time to time, members may be approached by reporters and other members of the media. In order to ensure that we speak with one voice and provide accurate information about the agency, all media inquiries shall be directed to the Fire Chief or their designee. Only a Chief Officer or Board Chair, with Board approval may issue a press release.

Reporting Procedure

1. Contact your immediate Supervisor. If you are uncomfortable making such a report, have a trusted District member make the report for you. You will be contacted by a Superior to obtain information in writing to substantiate this allegation.
2. If you or your designee are uncomfortable contacting your immediate Supervisor, or if your immediate Supervisor is the person engaged in this wrongdoing, contact the next higher ranking Officer.
3. If you or your designees are uncomfortable contacting the next higher ranking Officer, or if the next higher ranking Officer is the person engaged in this wrongdoing, contact any higher ranking Officer, up to and including the Fire Chief or a member of the Board of Commissioners.

Violations of the Policy

- A. Violations of this Policy may be grounds for discharge or other disciplinary action.
- B. Disciplinary action will be taken, not only against individuals who authorize or participate directly in a violation of the Policy, but also against:
 - (1) any employee who may have deliberately failed to report a violation of the Policy;
 - (2) any employee who may have deliberately withheld relevant and material information concerning a violation of this Policy and
 - (3) the violator's managerial superiors, to the extent that the circumstances of the violation reflect inadequate leadership and lack of diligence.

A member's actions under this Policy are significant indicators of the individual's judgment and competence. Accordingly, those actions constitute an important element in the evaluation of the member for position assignments and promotion. Correspondingly, insensitivity to or disregard of the principles of this policy will be grounds for appropriate disciplinary action.

Conclusion

Although East County Fire & Rescue's guiding principles cannot address every issue or provide answers to every dilemma, this policy defines the spirit in which we intend to do business and shall guide members in their daily conduct.

EAST COUNTY FIRE & RESCUE

Policies, Procedures, and Guidelines

SUBJECT: Application Policy

PPG NUMBER: 10.8.1 PAGE 1 of 3 DATE OF ISSUE: 08/03/2010

APPROVED BY: _____ REVISED: 05/15/2018
Board Chair

PURPOSE

The selection process shall maximize reliability, objectivity, and validity through a job-related assessment of applicant attributes necessary for successful job performance and career development.

SCOPE

Selection shall be conducted to provide equal employment opportunities to all persons regardless of race, politics, religion, sexual orientation, marital status, ancestry, color, physical and mental disability, on-the-job injuries, national origin, age, or any other status protected under applicable federal or state laws unless it is a bona fide occupational requirement.

It is also our policy to attract and retain the best employees available. Toward that end, all qualified candidates will be considered based on qualification for positions. Place of residence will not displace merit as the key consideration in employment decisions, however, where appropriate, knowledge of the local community will be considered as an important component of job qualification.

APPLICATIONS

1. Forms of Application

Applications for an available position shall be submitted on an East County Fire & Rescue application form. To be accepted for review, applications must be received by East County Fire & Rescue by the closing date and time specified in the announcement. Applications must have original signature of the applicant, and the truth of all statements contained therein certified by such signature. East County Fire & Rescue may require such proof of residence, education, experience, and other claims as is deemed appropriate.

2. Eligibility Lists

A Board approved eligibility list is considered viable for a period of 1 year, unless otherwise indicated.

3. Freedom from Discrimination

Application forms and selection material shall not contain any questions which elicit any information concerning race, politics, religion, sexual orientation, marital status, ancestry,

color, national origin, age, mental or physical disability, veterans status or any other non-merit factors.

4. Eligible Applicants

Only those applicants who submit specified required application material and who meet the minimum qualification for the position will be considered eligible applicants to compete in the selection process.

5. Availability of Eligible Applicants

It shall be the responsibility of each eligible applicant to notify East County Fire & Rescue of any change in address or other conditions, which affect the applicant's availability.

SELECTION PROCESS

1. Selection Devices

The Board of Commissioners and administrative staff, will determine the selection device or devices to be used to obtain the best-qualified candidates for available positions. Selection devices shall be utilized separately or in various combinations as appropriate to the position and to available resources. Such selection devices may include but are not limited to: job-related written tests, oral examinations—or interviews, performance tests, assessment centers, work samples, resumes, evaluations of training and experience, supplemental questionnaires, background and reference inquiries, and physical and medical examinations. Any applicant who refuses any part of the selection process may be removed from consideration. In the development of selection devices, administrative staff and/or consultants or others skilled in—or familiar with—the minimum requirements, may be consulted.

2. Security of Material

Every precaution shall be exercised by all persons participating in the development and maintenance of selection material to maintain the highest level of integrity and security.

3. Method of Rating

In all selection processes, the minimum rating for eligibility shall be set by the hiring committee, or Chief Officer. The hiring committee or Chief Officer shall pre-determine the weight given to each step in the process.

4. Maintaining Integrity of Process

If a question or challenge is raised about any phase of the recruitment and selection process, a Chief Officer shall investigate and, when necessary, take whatever measures are required to maintain the integrity of the recruitment and selection process.

EAST COUNTY FIRE & RESCUE

Policies, Procedures, and Guidelines

SUBJECT: Hiring Policy

PPG NUMBER: 10.8.2

PAGE 1 of 5

DATE OF ISSUE: 08/03/2010

APPROVED BY: _____

REVISED: 05/15/2018

Board Chair

Date

POLICY: East County Fire & Rescue is committed to developing a diverse work force which reflects the diversity and composition of the community we serve. East County Fire & Rescue is obligated to its citizens to recruit and hire the most talented, ethical, and qualified employees. To that end, East County Fire & Rescue recruits, as widely as practicable, for each position, and informs and encourages its employees to apply for vacancies, and to continually develop their own skill base to enhance their competence and competitiveness.

Job Posting-for Internal Distribution:

The goal of the job posting is to ensure that all employees are made aware of and have the opportunity to apply for open positions either before or concurrent with East County Fire & Rescues consideration of external candidates for employment. In-house job openings will be, distributed via East County Fire & Rescue email.

Method of External Advertising for Job Openings:

External job openings may be advertised using one or more of the following methods: newspaper, employment services, internet, outside agencies, bulletin boards, websites, etc.

Posting Duration:

Jobs will be posted for a minimum of ten working days where possible, during which time applications may be submitted to the Fire Chief or their designee.

Posting Information:

Each job posting will contain the following information:

- a. Job title
- b. A job description, which includes: a concise summary of principal duties, responsibilities and requirements of the job, and minimum qualifications of the candidates for the job.
- c. Grade and salary range
- d. Application deadline

Selection Process:

In its interviewing and selection process East County Fire & Rescue complies with all applicable laws including Title VII of the Civil Rights Act, the Age Discrimination in Employment Act, and the Americans with Disabilities Act. East County Fire & Rescue policy is to hire the best-

- e. Conviction of a felony;
- f. Dismissal from any position for any cause that may be deemed cause for dismissal by East County Fire & Rescue;
- g. Resignation from any position to avoid dismissal;
- h. Deception or fraud in completing the position application;
- i. The applicant's request to withdraw from consideration;
- j. Failure to reply within a reasonable time, as specified by the Board of Commissioners or their designee, about the candidate's availability for employment;
- k. Failing the applicable required pre-employment drug screening test;
- l. Having a poor driving record, in the opinion of East County Fire & Rescue liability insurance carrier if the position that the candidate is being considered for requires the operation of an East County Fire & Rescue vehicle;
- m. Any other lawful reason deemed appropriate by the Board of Commissioners or their designee.

Classes of Appointments:

Employment with East County Fire & Rescue is divided into the classes of Regular Full-Time, Regular Part-Time, Volunteer, Intern Firefighter, and Temporary.

Temporary Appointments:

Whenever an East County Fire & Rescue department requires help because of a special project, a temporary increase in workload, or the absence of a regular full-time employee or regular part-time employee on leave with or without pay, or extended sick or vacation leave, temporary appointments may be made for the duration of such work. The period of this service is not counted as part of the trial service period if the employee is later appointed to another permanent position, unless such time served is acceptable to the supervisor concerned and documented as such. Temporary employees are not entitled to benefits (medical benefits, leave accruals, holidays, retirement, etc). Temporary employees pay contributions to the social security system, as does East County Fire & Rescue on their behalf. Temporary employees will normally not be placed on the state PERS retirement system, although there are a few exceptions depending on PERS eligibility criteria.

Reappointment:

Any regular employee or regular part-time employee who has resigned from East County Fire & Rescue in good standing may be considered for reappointment to a vacant position in a comparable or lesser position without competitive recruitment providing the former employee meets the current minimum qualifications and seeks reappointment within one year of their resignation. All such employees will serve the required trial service period. A written request

communicate their interest in this regard to the Fire Chief as soon as possible in order to coordinate the timing of the necessary administrative actions.

Professional Reference Checks:

East County Fire & Rescue will disclose only the employee's last position held and employment duration with East County Fire & Rescue, unless the individual has provided written permission to release additional employment information. All reference requests must be referred to the Fire Chief or their designee for response.

Exit Interviews:

A termination interview is generally conducted with all employees separating from East County Fire & Rescue service for any reason by a representative of the District.

EAST COUNTY FIRE & RESCUE
Policies, Procedures, and Guidelines

SUBJECT: Sick Leave

PPG NUMBER : 90.2.5.C

PAGE: 1 of 2

DATE OF ISSUE: 12-21-10

APPROVED BY: _____

REVISED: _____

05/15/2018

Board Chair

POLICY: Benefits

Sick Leave

Full-Time Employee's working a 40 hour work shall be entitled to accrue sick leave based upon a rate of eight (8) hours per month. A maximum of 1040 hours of paid sick leave may be accumulated. Accrual rates and maximum accruals may differ for employees represented by a bargaining agreement.

Full-Time Employees working a 24/48 hour work week shall be entitled to accrue sick leave based upon a rate of twelve (12) hours per month. A maximum of 1540 hours of paid sick leave may be accumulated. Accrual rates and maximum accruals may differ for employees represented by a bargaining agreement.

Part-Time Employees shall accrue sick leave at a rate of 1 hour per 40 hours worked. A maximum of 40 hours of paid sick leave may be carried over from year to year.

Part-Time Employees are entitled to use paid sick leave beginning on the ninetieth calendar day after the commencement of his or her employment.

Sick leave may be used only for reasons identified in RCW 49.46.210, including absences that qualify for leave under the domestic violence leave act, chapter 49.76 RCW.

All Employees may be required to present verification when sick leave is used for more than three (3) consecutive days in which the employee is scheduled to work. For 24 hour shift employees days shall be interpreted as a 24 hour shift even if the shift falls on two calendar days.

Employees shall be entitled to use accrued vacation time when accrued sick leave has been exhausted.

The District will not pay for any sick leave remaining at the time of separation from employment regardless of whether such separation is initiated by the District or the Employee.

An Employee may transfer accumulated sick leave to another employee of the District. This would allow for employees who have exhausted all sick-leave to remain at home with immediate family members who are ill, or when the employee needs additional time for recovery from an injury or illness. Employees shall not receive compensation or remuneration from another employee for whom sick-leave is transferred. When sick leave is transferred between employees of different rank, classification, or pay range, sick leave will be charged based on hourly rate of pay.

The District shall reinstate an employee's previously accrued, and unused, paid sick leave if it rehires an employee within 12 months of separation. Upon rehire, the District will provide

notification to the employee of the amount of accrued, and unused, paid sick leave available for use by the employee.

If an employee is rehired within 12 months of separation, the employee will not be required to wait another 90 calendar days to use the reinstated sick leave if the employee met that requirement during the previous period of employment.

If an employee did not meet the 90-day requirement for the use of paid sick leave prior to separation, the previous period of time the employee worked will apply to the 90 day requirement for purposes of determining the employee's eligibility to use paid sick leave.

EAST COUNTY FIRE & RESCUE
Policies, Procedures, and Guidelines

SUBJECT: Paid Time Off

PPG NUMBER: 90.2.7

PAGE: 1 of 2

DATE OF ISSUE: 11-02-10

Revised: 05-07-2013

APPROVED BY: _____

SUSPENDED: 05/15/2018

Board Chair

POLICY:

The purpose of Paid Time Off (PTO) is to provide employees with flexible paid time off from work that can be used for such needs as vacation, personal or family illness, doctor appointments, school, volunteerism, and other activities of the employee's choice. East County Fire & Rescue's goal is to reduce unscheduled absences and recognize employee contribution to the agency. The PTO program may result in better recruiting and retention strategies.

East County Fire & Rescue believes that employees should have opportunities to enjoy time away from work to help balance their lives. East County Fire & Rescue recognizes that employees have diverse needs for time off from work. East County Fire & Rescue has established this paid time off (PTO) policy to meet those needs. The policy contains provisions for vacation time and sick leave. The benefits of PTO are that it promotes a flexible approach to time off. Employees are accountable and responsible for managing their own PTO hours to allow for adequate reserves if there is a need to cover vacation, illness or disability, appointments, emergencies or other needs that require time off from work.

Eligibility

Eligible employees must be scheduled to work at least twenty (20) hours per week on a regular basis. Employees working less than twenty (20) hours per week on a regular basis, on-call or temporary employees are not eligible to accrue PTO.

Availability

PTO accruals are available for use in the pay period following completion of 30 days of employment. All hours thereafter are available for use in the pay period following the pay period in which they were accrued.

Accrual and Payment of PTO

Leave Accrual is based on FTE when hired and does not include overtime or subtle variations in hours. Employees working less than 40 hours per week and at least 20 hours per week will earn PTO hours on a pro-rated basis. PTO does not accrue on unpaid leaves of absence.

Use and Scheduling of PTO

- Unscheduled absences will be monitored. An employee will be counseled when the frequency of unscheduled absences adversely affect the operation of the District. The supervisor may request that the employee provide a statement from his or her health care provider, at any time, concerning the justification of an unscheduled absence.
- Whenever possible, PTO must be scheduled in advance of time off for vacations, personal leave appointments and other reasons. It is subject to supervisory approval, and staffing needs.
- Final approval must come from a Chief Officer. Exceptions can be made at the Shift Leader/Supervisor level for emergency leave requests.
- PTO accrual balances can be found on the employees current timecard entry screen on the Clark County Self Service Time Entry website.
- Employees are required to use available PTO when taking time off from work.
- PTO is paid at the employee's straight time rate. PTO is not part of any overtime calculation.
- PTO must be taken in one-hour increments as low as one hour.
- Employees may not borrow against their PTO banks; therefore, no advance leave will be granted.
- When PTO is used, an employee is required to request payment of PTO hours according to his/her regularly scheduled workday. For example, if an employee works a 9-hour day, he/she would request nine hours of PTO when taking that day off.
- PTO will not accrue during a disability or a leave without pay.
- PTO may not be used for time missed because an employee reports late to work.
- PTO may be used for Bereavement Leave and Jury Duty.

Payment/Carry Over/Cash-Out

- An employee may carry 12 hours PTO over from one year to the next. Carry over must be pre-approved by the Fire Chief. Unused PTO in excess of 12 hours at the end of the fiscal year will be eliminated from the Employee's leave accrual bank.
- After 365 days of employment, an employee will be paid upon resignation, separation or retirement for all PTO hours accumulated but not used, except as outlined below:
 - Only employees who give at least a two week notice will have their PTO paid out upon leaving the agency.
 - Only employees who have not been dismissed for gross misconduct or conduct unbecoming will have their PTO paid out upon leaving the agency.
- Employees are not eligible to cash out their leave at the end of a fiscal year.

May 2018 - East County Fire & Rescue

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		May 1	2	3	4	5
		Events Commissioner Meeting Station 91 18:30 - 21:00				
		8	9	10	11	12
		Events Troutman Vera Kelly Swat ACC/EOC Station 91 07:00 - 07:00 19:00 - 21:00	Events OTEP Station 91 19:00 - 21:00	Events Strategic Planning 18:00 - 20:00		
		13	14	15	16	17
		Events Policy Review Meeting 18:00 - 20:00		Events Commissioner Meeting Station 91 18:30 - 21:00		
		20	21	22	23	24
		Events EST Meeting Station 93 18:00 - 20:00		Events Safety Committee Meeting Station 91 19:30 - 20:30		
		27	28	29	30	31
		Events POW/MIA Flag 07:00 - 07:00		Events Station Tour Meeting Station 91 Camas Instrument Support Station 91 Training Roo 18:00 - 19:00 19:00 - 21:00		
					Events Sunnyside Road Associati Station 93 18:00 - 19:00	26

* Indicates time starts on following calendar day
 * Events and Time Off follow default Split Time of Day of 07:00