



# East County Fire and Rescue

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[www.ecfr.us](http://www.ecfr.us)



## Regular Board of Fire Commissioners Meeting

May 21, 2024

Station 91

6:30 PM

Approved Minutes

### Attendance

Martha Martin

Mike Taggart

Joshua Seeds

Steve Hofmaster

Brendan Addis

Chief Ed Hartin

Assistant Chief Jacobs

Debbie Macias

Station 91 Duty Crew

Station 94 Duty Crew

### Call to Order

Chairperson Joshua Seeds called the meeting to order at 18:33. This meeting was conducted in hybrid in-person/video conference format.

### Flag Salute

Commissioner Martin led the flag salute.

### Agenda Adjustments

#### Consent Agenda

- Approval of May 07, 2024 Regular Board Meeting Minutes.
- Approval of May 07, 2024 Local BVFF&RO Meeting Minutes.
- Approval of May 08, 2024 Strategic Planning Meeting Minutes.
- Approval of Financial Transactions.
- Excuse absent Commissioner(s).

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

### Public Input

No comments.

## Correspondence

None.

## Staff Reports

1. Chief Hartin's report is in the meeting packet.
2. Assistant Chief Jacobs gave his report; a copy is in the meeting packet.
3. Assistant Chief Jacobs reported that per the safety committee there were no accidents/incidents since the last board meeting.

## Fire District Business

1. Approval of purpose, scope and policy for – SOG1.3.2 Procurement. **Motion by Commissioner Taggart to approve SOG 1.3.2 Procurement, seconded by Commissioner Hofmaster. Motion passed unanimously.**
2. Approval of purpose, scope and policy for – SOG 1.2.5 Modified work schedule. **Motion by Commissioner Addis to approve SOG 1.2.5 Modified work schedule, seconded by Commissioner Martin. Motion passed unanimously.**
3. Resolution #347-05212024 – Providing for adopting Municipal Research and Services Center (MSRC) for small public works, consultant, and vendor rosters. **Motion by Commissioner Taggart Providing for adopting Municipal Research and Services Center (MSRC) for small public works, consultant, and vendor rosters. Seconded by Commissioner Martin. Motion passed unanimously.**
4. Resolution #348-05212024 – Adopting policy & procedure for district credit card use. **Motion by Commissioner Hofmaster Adopting policy & procedure for district credit card use. Seconded by Commissioner Taggart. Motion passed unanimously.**
5. Resolution #349-05212024 – Authorizing district purchases of supplies, materials and/or equipment from or through the United States Government as permitted by RCW 39.32.090. **Motion by Commissioner Addis Authorizing district purchases of supplies, materials and/or equipment from or through the United States Government as permitted by RCW 39.32.090. Seconded by Commissioner Hofmaster. Motion passed unanimously.**
6. Resolution #350-05212024 – Surplus equipment – See attachment "A" (Belkin Router). **Motion by Commissioner Taggart Surplus equipment – See attachment "A" (Belkin Router). Seconded by Commissioner Addis. Motion passed unanimously.**
7. Discussion of changing the July 4<sup>th</sup> Strategic Planning Meeting due to the holiday. After discussion, it was agreed to have it moved to July 11, 2024 at 3:00 PM at Station 91.

### Committee Meetings

1. Communication with neighboring elected officials.
  - City of Camas, July 23, 2024 at 3:00 PM at City Hall.
  - City of Washougal, June 03, 2024 at 3:00 PM at City Hall.
2. Risk Group, TBA.
3. East County Ambulance Advisory Board (ECAAB), June 06, 2024 at 5:00 PM.
4. Safety Meeting, May 23, 2024 Station 91 at 7:30 PM.

### Commissioners Comments

Commissioner Martin mentioned that the Commissioners should be getting ready for the chief's evaluation.

Commissioner Addis commented on his frustration with the traffic and asked about communication between the board, is it by email. Board secretary said she would get with him after the meeting to discuss.

Commissioner Seeds – as part of getting ready for the chiefs evaluation we will need to schedule an executive session for it. It will be on our first meeting in July. July 02, 2024.

### Public Input

None

### Local Board for Volunteer Firefighters and Reserve Officers

No new business.

### Upcoming Meetings

- Review of the district's monthly event calendar.
- Regular Board meeting will be July 02, 2024 Station 91 at 6:30 pm. – Hybrid format.
- Strategic planning workshop May 08, 2024 Station 91 at 3:00 pm. – Hybrid format.

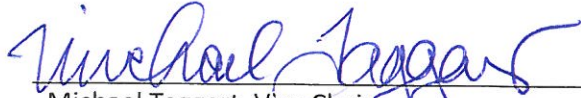
Both the strategic planning workshop and regular board meeting will be in hybrid format permitting in-person or video conference participation. The link for video conference participation is provided on the district's website ([www.ecfr.us](http://www.ecfr.us)).

### Executive Session

### Adjournment

**Motion by Commissioner Taggart to adjourn at 19:50, seconded by Commissioner Hofmaster. Motion passed unanimously.**

  
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Joshua Seeds, Chairperson

  
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Michael Taggart, Vice Chair

  
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Martha Martin, Commissioner

  
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Steve Hofmaster, Commissioner

  
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Brendan Addis, Commissioner

Attest

  
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Debbie Macias, District Secretary  
Ed Hartin, Chief (Alternate)

