

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

June 07, 2022

Station 91

6:30 PM

AGENDA

Held virtually due to COVID-19

Dial 1-253-215-8782; Meeting ID 810 6067 6129 Passcode 720726

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of May 17, 2022 Regular Board Meeting Minutes.
2. Approval of May 17, 2022 Local BVFF Meeting Minutes.
3. Approval of Financial Transactions.
4. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Carnes

Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

- o Finance Facility Committee Meeting via Zoom – Set date
- o Review Draft of Newsletter

This Meeting is Being Recorded.

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

Page # 1 of 2

COMMITTEE MEETINGS:

- Communication with Neighboring Elected Officials
 - Camas – TBA
 - City of Washougal – Held on May 18, 2022 2:00 PM at City Hall.
- Risk Group – July 6, 2022 at 8:00 AM at Station 61.
- Safety Meeting – June 30, 2022 7:30 PM at Station 91.
- Revenue Exploratory Committee – TBA
- ECAAB – TBA

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar.
Strategic Planning Meeting July 6, at 3:00 PM via Zoom.

EXECUTIVE SESSION:

ADJOURNMENT:

Next Regular Board Meeting: June 21, 2022 at 6:30 PM via Zoom.



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 June 07, 2022**

1. Minutes –

- May 17, 2022 Regular Board Meeting
- May 17, 2022 Local BVFF Meeting

2. Invoices

- \$2,599.04
 - i. Check Nos. 14273-14283 dated May 26, 2022

3. Approved Commissioner Stipends June 10th Pay Date

Name	For the Period May 16– May 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Hofmaster	1	0	0	0	0	1
Martin	1	0	0	0	1	2
Petty	1	0	0	0	0	1
Seeds	1	0	0	0	0	1
Taggart	1	0	0	0	1	2

4. Voided/Destroyed Claims/Payroll Warrants

- Check Nos. 14274-14279 dated May 26, 2022 – **printed wrong/upside down**

5. Payroll/Benefits/EFT's

- \$ 63, 288.47 (Payroll)

 Commissioner Martha Martin – Chair

 Commissioner Mike Taggart – Vice Chair

 Commissioner Joshua Seeds

 Commissioner Sherry Petty

 Commissioner Steve Hofmaster

EAST COUNTY FIRE & RESCUE
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

May 17, 2022

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin
Sherry Petty
Robert Jacobs
Zach Allen
John Prasch

Mike Taggart
Steve Hofmaster
Debbie Macias
Austin Wyman

Joshua Seeds
Chief Carnes
Station 91 Duty Crew
Kevin

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 18:33 via Zoom Meeting.
Chairperson Martha Martin led the Flag salute.

AGENDA ADJUSTMENTS:

None.

FULL TIME FIREFIGHTER OATH:

Swear in new full time firefighter Austin Wyman

CONSENT AGENDA:

Approval of May 03, 2022 Regular Board Meeting Minutes.
Approval of May 03, 2022 Local BVFF&RO Meeting Minutes.
Approval of May 04 2022 Strategic Planning Meeting Minutes.
Approval of Financial Transactions.
Excuse Absent Commissioner(s):

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

OPEN TO PUBLIC:

No Comments.

CORRESPONDENCE:

State of Washington Department of Health Letter.
State of Washington Proclamation.

STAFF REPORT:

Chief Carnes read his report; a copy is in the packet.
Assistant Chief Jacobs gave his report as follows:

DOC training postponed until allowed by state mandate guidelines.

April EST/Tender training was on April 18, 2022 at Station 93.

May EST/Tender training will be on May 24, 2022 at Station 93 at 7:00 PM.

Annual inspections are continuing, E95, T93, T91 and SQ93 have been completed. E94 in process, RH93 is next. E94 continues to become a larger maintenance problem each time; we need to set a timeline for its future before it fails.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing new to report.

SAFETY REPORT:

- Last Safety Committee meeting held on April 25, 2022.
- Next Safety Committee meeting June 30, 2022 at Station 91 at 7:30 PM.
- No reported accidents/incidents since the last board meeting.

FIRE DISTRICT BUSINESS:

Chief Carnes updated the Board on the Financial and Facilities Analysis – he shared an estimate from Forrest who is with a company called TCA. Discussion ensued.

Chief Carnes let the Board know he attended a Chief’s meeting with DNR – The main topic was the upcoming fire season and what to expect. The good part of this fire season is that we are not currently in a drought as we were last year. One of their struggles this season is staffing, but they will be trying to staff up with seasonal help. Discussion ensued.

Chief Carnes shared with the Board a letter from Brian Snure regarding Open Public Meeting Act Changes 2022. Discussion Ensued.

Debbie Macias let the Board know that the Annual WFCFA Fall Conference is happening in late October and if anyone wants to go, they should email her so she can reserve rooms.

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials

City of Camas – TBA

City of Washougal –May 18, 2022 2:00 PM at City Hall.

Risk Group

July 6, 2022 8:00 AM at Station 61.

Safety Committee Representative

June 30, 2022 Station 91 at 7:30 PM

Revenue Exploratory Committee

TBA

ECAAB

TBA – Commissioner Seeds said we should reach out to Kacie to see if a date has been set for the meeting. Commissioner Seeds also asked if the City of Camas has gotten a new Chief yet and Chief Carnes said no not yet.

COMMISSIONER COMMENTS:

Commissioner Petty thanked Chief for watching the fire throughout the night that took place on May 6, 2022.

Commissioner Taggart let the Board know that he will be gone during some parts of the month of June. Commissioner Martin shared that she was also out at the fire that took place on May 6, 2022 and informed everyone the outcome of what the resident had lost. Commended the firefighters for their job. She let everyone know that a go fund me has been started for the resident. Commissioner Martin also let the Board know that she would not be at the next Board meeting.

OPEN TO PUBLIC:

No Comments.

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

BVFF Pension Document for Norman Wurzer

ROUND TABLE:

Monthly Event Calendar.

Strategic Planning Workshop Meeting June 8, 2022 is, cancelled. Next meeting will be July 6, 2022 at 3:00 PM via Zoom.

EXECUTIVE SESSION:

ADJOURNMENT:

Next Regular Board Meeting: June 07, 2022 Station 91, 6:30 PM via Zoom.

Motion by Commissioner Taggart to adjourn at 19:38 hours, seconded by Commissioner Petty. Motion passed unanimously.

Martha Martin, Chairperson

Joshua Seeds, Commissioner

Sherry Petty, Commissioner

Steve Hofmaster, Commissioner

Michael Taggart, Vice Chair

DISTRICT SEAL:

ATTEST:

Debbie Macias, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes

May 17, 2022

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 17:31 at Station 91.

The following were in attendance:

Martha Martin

Sherry Petty

Robert Jacobs

Zach Allen

Mike Taggart

Steve Hofmaster

Debbie Macias

John Prasch

Joshua Seeds

Chief Carnes

Station 91 Duty Crew

BUSINESS:

BVFF Pension Document for Norman Wurzer.

Motion by Chief Jacobs to approve the BVFF Pension Document for Norman Wurzer, seconded by Chairperson Martin. Motion passed unanimously.

ADJOURNMENT:

The Local Board adjourned at 17:34.

Respectfully Submitted,

Mike Taggart, Commissioner,
Sherry Petty, Alternate

Joel VanNess, FF's Assoc. Liaison
Tad Crum, Alternate

Bob Jacobs, Chief is Rep.
Mike Carnes, Alternate

Martha Martin, Chairperson
Joshua Seeds, Alternate

DISTRICT SEAL:

Debbie Macias, District Secretary
Mike Carnes, Alternate

CHECK REGISTER

East County Fire & Rescue

Time: 12:29:46 Date: 06/02/2022

05/16/2022 To: 05/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
531	05/26/2022	Claims	6291	14273	DIANE RICHARDSON	122.00	05.12.2022 - FF Uniforms: pants hemmed Qty (2) Lidstone, Patches on new shirts, Vera, Kent, Crawford, Lidstone. One Shirt repaired
					001 - 522 20 25 001 - FF Uniforms	122.00	FF Uniforms: pants hemmed Qty (2) Lidstone, Patches on new shirts, Vera, Kent, Crawford, Lidstone. One Shirt repaired
541	05/26/2022	Claims	6291	14274	KEYS WEST		Misprinted Check
542	05/26/2022	Claims	6291	14275	NI GOVERNMENT SERVICES, INC		Checks printed wrong
543	05/26/2022	Claims	6291	14276	STANLEY CONVERGENT SECURITY SOLUTIONS, I		Misprinted Check
544	05/26/2022	Claims	6291	14277	STAPLES ADVANTAGE		Misprinted Check
545	05/26/2022	Claims	6291	14278	TLC TOWING		Misprinted Check
546	05/26/2022	Claims	6291	14279	WASHOUGAL HARDWARE		Misprinted Check
538	05/26/2022	Claims	6291	14280	WIRE RITE ELECTRIC, INC	215.40	Invoice # 4677 - Trouble shoot lighting control panel and repaired as needed. Station 91
					001 - 522 50 40 000 - Bldg Repair & Maint	215.40	Trouble shoot lighting control panel and repaired as needed. Station 91
539	05/26/2022	Payroll	6291	14281	OPEIU Local 11	59.90	Pay Cycle(s) 05/25/2022 To 05/25/2022 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	29.95	Jensen, Pamela J - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	29.95	Macias, Debbie - OPEIU Dues
540	05/26/2022	Payroll	6291	14282	TRUSTEED PLANS SERVICE CORPORATION	930.54	Pay Cycle(s) 05/10/2022 To 05/25/2022 - Disability - FF
					001 - 522 20 26 001 - FF Disability	90.05	Allen, Zachary W - Disability - FF
					001 - 522 20 26 001 - FF Disability	103.20	Burch, Daniel D - Disability - FF
					001 - 522 20 26 001 - FF Disability	65.63	Grable, Ryan R - Disability - FF
					001 - 522 20 26 001 - FF Disability	85.66	Harrington, Alexander R - Disability - FF
					001 - 522 20 26 001 - FF Disability	111.96	Hazlett, Matthew C - Disability - FF
					001 - 522 20 26 001 - FF Disability	94.44	Prasch, John M - Disability - FF
					001 - 522 20 26 001 - FF Disability	83.15	Sorensen, Cody - Disability - FF
					001 - 522 20 26 001 - FF Disability	111.96	Troutman, James A - Disability - FF
					001 - 522 20 26 001 - FF Disability	94.44	Vera, Stephen P - Disability - FF
					001 - 522 20 26 001 - FF Disability	45.03	Webster, Adam M - Disability - FF
					001 - 522 20 26 001 - FF Disability	45.02	Retro Adj.
532	05/26/2022	Claims	6291	14283	KEYS WEST	813.00	Invoice # 11846 - Repair door locks at station 93. Secure station access.
					001 - 522 50 40 000 - Bldg Repair & Maint	813.00	Repair door locks at station 93. Secure station access.
533	05/26/2022	Claims	6291	14284	NI GOVERNMENT SERVICES, INC	31.41	Invoice # 22042952081 - Satellite Phone April Billing Cycle
					001 - 522 20 41 001 - Satellite Phone	31.41	Satellite Phone April Billing Cycle
534	05/26/2022	Claims	6291	14285	STANLEY CONVERGENT SECURITY SOLUTIONS, I	108.63	Invoice # 6002421107-Monitoring and Maintenance Station 93-6/1/2022-8/31/2022

CHECK REGISTER

East County Fire & Rescue

05/16/2022 To: 05/31/2022

Time: 12:29:46 Date: 06/02/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 50 41 093		Monitoring (St 93)	108.63	Monitoring and Maintenance Station 93-6/1/2022-8/31/2022
535	05/26/2022	Claims	6291	14286	STAPLES ADVANTAGE	41.23	Invoice # 3507211906 - Brother TZE 12MM Black on White Label Tape Qty (1) and Green Paper (1) pack - Station 91
			001 - 522 10 30 000		Office Supplies	41.23	Brother TZE 12MM Black on White Label Tape Qty (1) and Green Paper (1) pack - Station 91
536	05/26/2022	Claims	6291	14287	TLC TOWING	254.73	Invoice # 146168 - Tow App # 1021 back to Station 91 - Unit would not start.
			001 - 522 60 48 021		S91 (1021)	254.73	Tow App # 1021 back to Station 91 - Unit would not start.
537	05/26/2022	Claims	6291	14288	WASHOUGAL HARDWARE	22.20	Account # 500331 - April 2022 Statement
			001 - 522 50 40 000		Bldg Repair & Maint	22.20	Wall Plate and (1) 13piece high speed drill bit for station 94
						2,599.04	
						2,599.04	Claims: 1,608.60 Payroll: 990.44

CHECK REGISTER

East County Fire & Rescue

05/16/2022 To: 05/31/2022

Time: 14:11:50 Date: 06/02/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
497	05/25/2022	Payroll	6291	EFT		2,829.57	
498	05/25/2022	Payroll	6291	EFT		3,339.28	
499	05/25/2022	Payroll	6291	EFT		3,495.25	
500	05/25/2022	Payroll	6291	EFT		12.84	
501	05/25/2022	Payroll	6291	EFT		653.40	
502	05/25/2022	Payroll	6291	EFT		3,010.78	
503	05/25/2022	Payroll	6291	EFT		2,854.74	
504	05/25/2022	Payroll	6291	EFT		235.30	
505	05/25/2022	Payroll	6291	EFT		1,651.49	
506	05/25/2022	Payroll	6291	EFT		569.29	
507	05/25/2022	Payroll	6291	EFT		905.06	
508	05/25/2022	Payroll	6291	EFT		1,234.19	
509	05/25/2022	Payroll	6291	EFT		235.30	
510	05/25/2022	Payroll	6291	EFT		864.91	
511	05/25/2022	Payroll	6291	EFT		235.30	
512	05/25/2022	Payroll	6291	EFT		2,011.22	
513	05/25/2022	Payroll	6291	EFT		235.30	
514	05/25/2022	Payroll	6291	EFT		3,988.46	
515	05/25/2022	Payroll	6291	EFT		227.82	
516	05/25/2022	Payroll	6291	EFT		4,223.18	
517	05/25/2022	Payroll	6291	EFT		1,615.60	
518	05/25/2022	Payroll	6291	EFT		4,653.41	
519	05/25/2022	Payroll	6291	EFT		1,052.37	
520	05/25/2022	Payroll	6291	EFT	IAFF2444	604.91	Pay Cycle(s) 05/25/2022 To 05/25/2022 - IAFF Dues
521	05/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	3,018.82	Pay Cycle(s) 05/25/2022 To 05/25/2022 - DComp
522	05/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	1,626.39	Pay Cycle(s) 05/25/2022 To 05/25/2022 - PERS2
523	05/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS		Correction
524	05/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	1,084.37	Pay Cycle(s) 05/25/2022 To 05/25/2022 - DComp Match to correct
525	05/25/2022	Payroll	6291	EFT	IRS		
526	05/25/2022	Payroll	6291	EFT	OR Department of Revenue	437.00	Pay Cycle(s) for OR Tax: 05/25/2022 - 05/25/2022
527	05/25/2022	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 05/25/2022 To 05/25/2022 - WA Child Support
528	05/25/2022	Payroll	6291	EFT	IRS	8,933.56	941 Deposit for Pay Cycle(s) 05/25/2022 - 05/25/2022
529	05/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	6,749.36	Pay Cycle(s) 05/25/2022 To 05/25/2022 - LEOFF2
001 General Fund						63,288.47	
						63,288.47	Payroll: 63,288.47

Chief's Report

6-7-2022

Calls since last Commissioner meeting, **51**

EMS: 37

Fire: 2

Other: 12

Calls YTD: 2022- **377**

Mutual and Auto aid – 22% 2022, Year-to-date - 24%, 89 calls

FY2021 = 244, 23% of total calls FY2020 = 251, 23% of total calls

Staff Overtime Numbers:

Budget Amount: **\$230,000**

Used YTD: **\$111,360**

Percent Used: 48.00 %

Brown outs since last meeting: 6 (24 hour shifts) and 3 (12 hour shifts)

24 callback shifts (12-Sick, 6-Vac, 5- PFMLA, 1-Bereavement)
Covered by 12 OT Shifts

- We have had some challenges in staffing stations lately. Sickness and FMLA have been the big contributors.
- We have not received any new applications for Fire Chief as of today. The application window closes on Monday, June 27.
- We had some mechanical issues with Squad 91 on Saturday, May 21. It had to be towed to the dealership and repaired. The repairs were covered by warranty. We are also working with Ford Motor Company to see if they will reimburse the tow costs.
- Some of the ECFR crews participated in rope rescue MCO drills at the "Pot Holes" in Camas this past week.
- I attended a Clark County Fire Chiefs meeting on Thursday, June 2. Topics of discussion were countywide mutual aid agreements, DNR wild fire mutual aid agreements, and July 4 response plans throughout the county. There was discussion on firefighter staffing issues throughout the county. CRESA and AMR are also having staffing issues. The main issues for all three entities is the lack of qualified applicants.

AC Jacobs Report

6-7-22

DOC training continues to be postponed until allowed by guidelines.

May EST/Tender training was 5-24-22.

June EST/Tender training 6-30-22 Sta. 93 7 PM.

E94 continues to become a larger maintenance problem each time, we need to set a timeline for it's future before it bites us. E94 is still Out of service waiting for a part.

Squad 91 had a breakdown May 22nd while at a call, it had to be towed to Sta. 91 then towed to Westlie Ford on Monday the 23rd. Repairs were covered by warranty waiting to see if the towing is covered.

Safety Report

Last safety committee meeting was 4-25-2022.

Next safety committee meeting will be 6-30-22. Sta. 91 7:30 PM.

No reported accidents/incidents since the last board meeting.

Sun	Mon	Tue	Wed
5 C SHIFT	Jun 1 B SHIFT	2 C SHIFT	3 A SHIFT
6 A SHIFT	7 B SHIFT	9 A SHIFT	10 B SHIFT
7 B SHIFT	8 C SHIFT	16 B SHIFT	17 C SHIFT
8 C SHIFT	9 A SHIFT	23 C SHIFT	24 A SHIFT
9 A SHIFT	10 B SHIFT	30 A SHIFT	25 B SHIFT
10 B SHIFT	11 C SHIFT		
11 C SHIFT	12 A SHIFT		
12 A SHIFT	13 B SHIFT		
13 B SHIFT	14 C SHIFT		
14 C SHIFT	15 A SHIFT		
15 A SHIFT	16 B SHIFT		
16 B SHIFT	17 C SHIFT		
17 C SHIFT	18 A SHIFT		
18 A SHIFT	19 B SHIFT		
19 B SHIFT	20 C SHIFT		
20 C SHIFT	21 A SHIFT		
21 A SHIFT	22 B SHIFT		
22 B SHIFT	23 C SHIFT		
23 C SHIFT	24 A SHIFT		
24 A SHIFT	25 B SHIFT		
25 B SHIFT	26 C SHIFT		
26 C SHIFT	27 A SHIFT		
27 A SHIFT	28 B SHIFT		
28 B SHIFT	29 C SHIFT		
29 C SHIFT	30 A SHIFT		
30 A SHIFT			

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