

# Board of Commissioners Meeting

*January 28, 2009*

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:33 p.m. on January 28, 2009, at 701 Vine Street in the training room. The following were present:

Commissioner Olson	Commissioner Hallanger
Commissioner Bergquist	Chief LaFave
Asst. Chief Headley	EMS Administrator Ribelin
District Secretary Bouchard	Section Chief Kelly
Driver Operator Fix	

## **Approve Minutes of Previous Meetings:**

*A motion was made by Commissioner Hallanger to approve the January 14, 2008, Board meeting minutes. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Administration of Oath:**

None

## **Awards & Recognition:**

Chief LaFave reported we received a donation of \$525.72 from the Kelso Eagles Auxiliary for the rookies' Class B uniforms.

## **Public Comment:**

None

## **Risk Management:**

None

## **Verbal Reports and/or Discussions:**

None

## **Action Items: (taken out of order)**

**Annexation of Mt. Pleasant Area per Petition:** Asst. Chief Headley provided a map to go with the annexation petition from several residents on Mt. Pleasant Rd; he also indicated he has

verified ownership with the County Assessor's office. There are not any access issues in this area and we have taken apparatus to the area to check the road.

*A motion was made by Commissioner Hallanger to accept the annexation petition presented. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

## **Written Reports:**

**Revenue & Expenses; 2008 Final:** Financial information for the year 2008 was sent to the Board in their packets of information. The cash carry forward was \$1,129,648.87; questions from the Board were answered by Staff.

**Calls Report; Final 2008:** Calls report information for the year 2008 was included in the Board packet information. Questions from the Board were answered by Staff. Total calls for 2008 = 4607; 2007 = 4996; 2006 = 4911; 2005 = 4627.

## **Action Items:**

**Training Contract; James Rowan:** In the last two studies conducted by outside consultants, it was noted that our officer and career development programs are lacking. We don't have a consistent mentoring or developmental path to follow, although this is consistent with the fire service in general. We looked at and purchased officer level training in the past with little or no positive outcomes. Mr. Rowan has developed what appears to be a very economical way to provide personalized training at a reasonable cost to all in our department. His program includes on-site visits, evaluations, coaching and web-based training. With his assistance, we would have training provided and tracked for all levels of our organization. Staff recommends approval of this training program.

*Commissioner Olson made a motion to approve the training contract with James Rowan at the "larger department" rate. Commissioner Hallanger seconded the motion. Further discussion. Motion carried.*

## **Tabled for Future Meetings:**

- Additional Services Contract with Cowlitz County
- New POG: Out of District Responses
- Email Issues/Phone Issues
- New POG: #4008 – Emergency Vehicle Driving

## **Chief's Report:**

- After Action Review for Chief Officers and elected officials for the January Rainstorm will be Friday morning at 9:30 in the City of Kelso Council Chamber.
- The After Action Review with other participants was held on 1/26/09 at the County Administration Building. There was a concern over the lack of communication with the Woodland Diking District, who thought they were given direction by the command post. The direction actually had been given by someone else and the issue should be resolved.
- FEMA was here to do a damage assessment and Cowlitz County should be included in the Presidential declaration.

- Chief LaFave will be in Shelton next week for training with the State Patrol. This is a three-week course with one week in February, one in March and one in April. The same curriculum for this course is what is used for leadership training at West Pointe.
- Has been chosen as the IC to lead a ten-person team going to Gettysburg for a leadership course at the end of April. The Board indicated they are supportive of this training.
- Chief Headley will be picking up the 1997 E-One engine from Vancouver Fire on Friday.
- Chief Headley will be attending a Cowlitz #6 (Castle Rock) Board meeting on 2/09/09 regarding the LID process and potential support for the Lexington station. He will mainly be answering questions for their Board of Commissioners.
- We are getting quotes for new phone systems and exploring our options.
- Discussion regarding hydrant maintenance legal issues and whether we may be required to provide maintenance for hydrants in the Lexington area.
- Discussion regarding operations and response from Station 21 while most of the leadership was up at Station 23 at the ICP during the flooding event. Chief LaFave indicated this was a fairly seamless transition and everything went well.
- Chief LaFave reported we are planning implementing the new part-time firefighter program by April 1<sup>st</sup>. We will need to revise the budget to include the actual cash carry-forward and switch some of the volunteer funding to funding part-time positions.

### **Vouchers:**

*A motion was made by Commissioner Hallanger to approve vouchers totaling \$111,797.00 for warrant numbers 28583 through 28640 dated January 30, 2009. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

### **Drill Points:**

*A motion was made by Commissioner Olson to approve the January 30, 2009, drill points payroll totaling \$18,151.19 for warrant numbers 28641 through 28705. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

### **Announcements:**

- There is a County Fire Officials meeting tomorrow night at Ryderwood with a spaghetti dinner at 6:00 p.m. at the community hall.
- The FEMA grant presentation for new exhaust systems for fire stations will be on Feb. 10<sup>th</sup>.
- Chairperson Cameron will be on vacation from March 8<sup>th</sup> through March 22<sup>nd</sup>. He will miss the first meeting in March.

### **Executive Session:**

The Board recessed from the regular meeting at 7:02 to go into Executive Session to discuss a personnel issue for approximately 20 minutes.

The Board adjourned from Executive Session at 7:31 and re-opened the regular meeting.

### **Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 7:31 p.m.*

---

Chairperson

---

District Secretary