

# Board of Commissioners Meeting

*February 8, 2006*

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on February 8, 2006, at the 701 Vine Street District Meeting Room. The following were present:

Commissioner Merritt  
Commissioner Hallanger  
Asst. Chief Headley  
EMS Administrator Ribelin  
Captain Arrera

Commissioner Olson  
Commissioner Bergquist  
District Secretary Bouchard  
Driver Operator Neely

## **Approve Previous Minutes:**

*A motion was made by Commissioner Hallanger to approve the January 25, 2006, Board meeting minutes with one revision. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

Revision to first sentence of minutes: take out the word “Vice” before Chairperson.

## **Awards & Recognition:**

AC Headley reported we recently promoted Darryl Arrera to Captain; he is now our Logistical Section Chief. The Board congratulated Captain Arrera. Also Mike Zainfeld has been promoted to 1<sup>st</sup> Lieutenant; he’s currently attending a training class and couldn’t be here tonight. We are in the process of completing background checks on the top two candidates to fill the vacant entry-level position.

Captain Arrera indicated he appreciates the opportunity.

## **Public Comment:**

None

## **Risk Management:**

AC Headley recently scheduled an appointment with Jim Palmer to go over the detailed comparison that has been discussed. Mr. Palmer did let us know the garagekeepers insurance is included in the original quote. Chairperson Cameron noted that the by-laws reference a non-profit corporation; he requests we get copies of that information too, along with a copy of their current budget. One question for the meeting with Jim Palmer as a point to ponder, is that their budget is on a calendar year basis, however, payment is to be made by the 1<sup>st</sup> of August.

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## **Verbal Reports:**

EMZ Power Point Presentation will be postponed until next meeting.

## **Written Reports:**

**Station 23 Program:** The written report prepared by Chief LaFave was reviewed by AC Headley. Discussion of various staffing options; we now have a Captain, Lt, and FF/Medic with a Shift Volunteer running a day shift program out of Station 23. They start at 7:30 a.m. to cover calls at shift change, also cover regular shifts for training, and pick up some of the overlapping calls. This is a trial period with a number of measurements to gauge the total effectiveness. Staff will compile statistics and come back to the Board with recommendations. Right now the program seems to be very effective. Another key piece is working with the volunteers, both from the high school class and regular volunteers, which has been very valuable in helping integrate the high school class into the organization. AC Headley answered questions from the Board.

## **Action Items:**

**Jack Smith Contract Amendment and New Contract (Staff Report #2-1-001):** Drafts of an amendment for the remainder of this school year along with a new contract to be effective September 1, 2006, were included in the Board packets for review.

*Commissioner Olson made a motion to approve Amendment #1 as edited by Chairperson Cameron; Commissioner Hallanger seconded. No further discussion. Motion carried.*

AC Headley would like to go over the revised language for the new contract with Jack prior to the Board approving the contract. Discussion of Chairperson Cameron's suggested revisions by the Board and Staff. Commissioner Merritt suggests we add language regarding two-way communication with the School District in the event of termination so they can find alternate classes for those students. AC Headley will discuss the suggested revisions with Jack and bring the contract back to the Board at the next meeting.

**SWAT Interlocal Agreement (Staff Report #2-1-002):** Members of our agency have participated as tactical EMS medics for the local SWAT team prior to the development of a formal interlocal agreement. We are included as a member of the newly developed agreement in an advisory or non-voting capacity. This is a critical service to the community and the team is not fully functional without the involvement of our tactical EMS personnel.

Questions from the Board along with further discussion of equipment, training and other costs. One benefit to the District is that it keeps our equipment in service more often, rather than tying apparatus up on extended stand-by calls. Another benefit is better communication with other responders due to the interagency training. Chairperson Cameron has strong concerns and will not support the agreement as it is written. He noted we are a non-voting, advisory only agency but are bound by all the same responsibilities by voting members yet without a say in governance and how the team is operated. We're signatory to the agreement, however, not on the governance board. When members are assigned to the team by the SWAT commander, they can assign other EMS members that are not Cowlitz 2 members. There is liability that we incur in cooperation in defense of lawsuits. Chairperson Cameron indicated he has no qualms about

participating on the SWAT team, however, he sees no benefit to us under this agreement, only liability which he can't support. Commissioner Merritt said he also feels it's important for us to be involved in a governance capacity rather than advisory. We don't have any say in any of the actions; Staff will also run this agreement through the insurance company from a risk management perspective. Also, Chairperson Cameron noted that the duration clause needs some revisions.

Consensus of the Board is to postpone action and bring it up at the next meeting. The Chief can work with law enforcement on the agreement or come back and lobby the Board to approve this agreement.

**February 21, 2006, Retreat Agenda:** Additional agenda item to add is a review of the Board policies and procedures manual.

### **Chief's Report:**

- Slide out west has isolated that area from us. Wahkiakum Fire District #4 and Cathlamet Fire are taking up any slack in those areas. Most of the volunteers from the Bunker Hill station that work in Longview have moved into town because of commute issues. At this point, there is not any reasonable response from Station 26 out west. Captain Kelly and AC Headley updated keys on an alternate route, although it's 21 miles on logging roads so is not a reasonable route to transport patients.
- It looks as though there may be an opportunity to open up an emergency access route through the slide area. This will be only for emergency response with 24-hour security.
- Libby Lane Bridge issue is going to come up again as we are working on the annual review of access issues. There are a number of the rub rails that are now completely off the bridge. Fire Inspector Graham is working with the County to get an updated list of residents in the affected areas in order to notify residents again.
- Have been a number of fires both in our jurisdiction and assisting other agencies. We had one fatality fire in Castle Rock's district where Engine 25 (Lexington) was actually the first in engine with Castle Rock right behind. There was another mobile home fire Monday night in Rose Valley.
- Last week, a group went up to Braun NW for a pre-construction meeting for the new ambulance. They spent quite some time and went through the specs in great detail.
- Next Tuesday there will be an EMZ drill at Columbia Heights in the afternoon. We have an issue with the generator up there causing regulation problems with the power output. During the past windstorm, we rented a generator rather than rely on this one. We may have to replace it.

### **Payroll:**

*A motion was made by Commissioner Merritt to approve the payroll of February 3, 2006, totaling \$157,975.33 for warrant numbers 20676 through 20735. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

### **Vouchers:**

*A motion was made by Commissioner Hallanger to approve the vouchers totaling \$41,053.07 for warrant numbers 20736 through 20801 dated February 10, 2006. Commissioner Merritt*

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*seconded the motion. No further discussion. Motion carried.*

**Announcements:**

- None.

**Executive Session:**

None

**Adjournment:**

*Meeting was adjourned at 6:47 p.m. by Chairperson Cameron.*

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Chairperson

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District Secretary