

# Board of Commissioners Meeting

*February 14, 2007*

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on February 14, 2007, at the 701 Vine Street Conference Room. The following were present:

Commissioner Hallanger	Commissioner Olson
Commissioner Merritt	Commissioner Bergquist
Chief LaFave	Asst. Chief Headley
District Secretary Bouchard	EMS Administrator Ribelin
Deputy Fire Marshal Graham	Driver Operator Neely
Temp Vol Coordinator Yoder	

## **Approve Previous Minutes:**

*A motion was made by Commissioner Olson to approve the January 24, 2007, Board meeting minutes. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

## **Administration of Oath:**

None

## **Awards & Recognition:**

A letter from the Pacific NW Coordination Group was included in the Board packets recognizing Chief LaFave's efforts in participating on the Training Working Team for many years. Chief LaFave indicated Tim Dawdy from Clark #12 is being developed as an alternate representative for that position.

## **Public Comment:**

None

## **Risk Management:**

Asst. Chief Headley reported that the Clark County Risk Management Group is requesting a representative of the District be appointed. It is preferred the representative would be a Commissioner. The Board agreed Commissioner Hallanger will be the representative; Commissioner Merritt can participate during the summer, and Commissioner Olson indicated he can assist as needed if he has advance notice. The next meeting is March 14<sup>th</sup> at 8:00 a.m. at Clark #6.

## **Verbal Reports:**

**Compressor Bid Status:** Asst. Chief Headley reported that bid specs are ready to go out for advertisement. The specs include everything except electrical to the source. After the vendor has been selected, they will work with the electrical vendor (from the small works roster) to assure proper connection. Asst. Chief Headley plans on advertising beginning the end of this week and will open bids on March 21<sup>st</sup>. Selecting the vendor should be on the agenda for the last meeting in March.

**Volunteer Program Status:** Chief LaFave introduced Temporary Volunteer Coordinator Brad Yoder to the Board. Yoder gave an overview of the status of the volunteer program along with providing a written progress report (attached to Board packet).

**Architect Proposal:** Asst. Chief Headley indicated he received a proposal back from Rice, Fergus, Miller for preliminary design work to incorporate changes for volunteer participation at several stations. This will be on the agenda for the next Board meeting.

**Jack Snook/Bruce Caldwell:** Chief LaFave discussed with Jack Snook the possibility of having him and/or Bruce Caldwell spend some time with our crews to interview and do a “pulse check” on where we are. We have made a lot of changes in the past year and are continuing to move ahead with other changes. At this point, it’s important to determine the perception of personnel by an unbiased third party. This project would only be conducted personally by Jack Snook or Bruce Caldwell with perhaps another specifically selected co-worker of theirs. Upon completion, they would provide verbal recommendations to the Chief.

They have given an estimate of not to exceed \$6,250.00 for this work which would occur in the next month. After that, Chief Jeff Johnson of Tualatin Valley Fire & Rescue will do an internal customer service presentation on June 5<sup>th</sup> at an all call meeting. The Snook/Caldwell recommendations can be incorporated in Chief Johnson’s presentation by giving him this feedback in advance of his talk. Chief LaFave asked for Board support of this project.

*Commissioner Hallanger made a motion to approve the Snook/Caldwell proposal as presented. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Written Reports:**

None

## **Action Items:**

**Chief LaFave – S-520 Course Approval:** Chief LaFave was approved last year by the Board to attend the S-520 and S-620 courses in Arizona. He was not selected to attend those courses and is requesting approval to attend the 520 course in February 2008. Chief LaFave indicated his intent is not to join a Type 1 team, therefore, he may not be selected to attend again.

*Commissioner Hallanger made a motion to approve Chief LaFave’s attendance at the S-520 course held in February 2008 in Arizona. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

**Purchase of Vancouver Fire Dept. Surplus Engine (Staff Report #2-1-001):** When Engine 21 was involved in the accident on I-5, we were able to borrow a 1988 Pierce Arrow pumper from the Vancouver Fire Department. As a result, we have had an extended period of time to evaluate the overall condition of this apparatus. We are also planning for the new bridge in the Lexington area and Operations has determined that the pumper that is currently assigned there will not be adequate for the additional response area that includes a portion of Interstate 5. The Vancouver pumper has more compartment space to accommodate extrication equipment and it also has a fully enclosed cab for crew safety.

Vancouver Fire has agreed to sell us this pumper for \$10,000. They have also agreed to accept whatever rental amount they receive as a part of that amount. Using the state rate at just one hour per day, the rental rate for 60 days would be \$7,500.00. We anticipate using the pumper as a rental for just over 60 days.

The plan would be for this pumper to go to Station 25; we will continue evaluating the older fleet over the summer. This also ties in to the volunteer program and the high school program for training. This gives us an opportunity to upgrade where we're at for fleet age and ability along with more flexibility for reserve apparatus.

*Commissioner Olson made a motion to approve purchase of the Vancouver Fire Dept. 1988 Pierce Arrow pumper that is currently on loan. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

### **Tabled for Future Meetings:**

- Email Issues
- Private Fire Protection Contract – Eyer (Chairperson Cameron has provided verbiage to include in this contract.)
- New POG: #4008 – Emergency Vehicle Driving
- New POG: #2048 – Deputy Fire Marshal Position Description
- New POG: #4007 – Callback Procedure

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

- Nothing further.

### **Payroll:**

*A motion was made by Commissioner Hallanger to approve the payroll of February 5, 2007, totaling \$152,541.42 for warrant numbers 23388 through 23436. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

### **Vouchers:**

*A motion was made by Commissioner Hallanger to approve the vouchers totaling \$1,795.84 for warrant number 23437 dated February 2, 2007, and totaling \$89,432.02 for warrant numbers 23438 through 23526 dated February 16, 2007. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

**Payroll:**

*A motion was made by Commissioner Merritt to approve the payroll of February 20, 2007, totaling \$77,390.74 for warrant numbers 23527 through 23552 dated February 20, 2007. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

**Announcements:**

- “Ask a Professional” series will begin next Monday in The Daily News.

**Executive Session:**

None

**Adjournment:**

*Meeting was adjourned at 6:20 p.m. by Chairperson Cameron.*

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Chairperson

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District Secretary