

# Board of Commissioners Meeting

*March 12, 2008*

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on March 12, 2008, at the 701 Vine Street Conference Room. The following were present:

Commissioner Merritt  
Commissioner Hallanger  
Asst. Chief Headley  
Dep. Fire Marshal Graham

Commissioner Olson  
Chief LaFave  
District Secretary Bouchard  
EMS Administrator Ribelin

## **Approve Previous Minutes:**

*A motion was made by Commissioner Olson to approve the February 27, 2008, Board meeting minutes. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

## **Administration of Oath:**

None

## **Awards & Recognition:**

Chairperson Cameron presented the certificate for S-520 course completion to Chief LaFave, who is now certified as a Type 1 Incident Commander.

## **Public Comment:**

None

## **Risk Management:**

Clark County Risk Management Group meeting to be rescheduled for March 19<sup>th</sup> at 8:00 a.m. Commissioner Olson will try to attend this meeting as Commissioner Hallanger will not be able to attend.

No accidents or injuries to report although we have had a lot of ill employees.

## **Verbal Reports:**

Chief LaFave drafted a letter to the City of Longview to discontinue services under the Interlocal Agreement for EMS Services dated 4/13/98. The Board directed Chief LaFave to send the letter to the City of Longview.

*A motion was made by Commissioner Merritt, seconded by Commissioner Olson to send a letter to the City of Longview as notice to discontinue services under the 4/13/98 interlocal agreement. No further discussion. Motion carried.*

## **Written Reports:**

None

## **Action Items:**

**Ambulance Bid (Staff Report 3-1-001):** One bid was received from the recent request for ambulance bids in the amount of \$133,480 F.O.B. Kelso plus sales tax. This bid was received from Braun Northwest for a North Star ambulance that, after staff review, substantially meets the District's specifications. With sales tax, the amount would be approximately \$144,158.40. Braun Northwest does list a deduction of \$1,200 if the District does not require a performance bond.

Hughes Fire Equipment sent a letter that indicated that they would not be bidding at this time but requested we keep them on our bid list for future apparatus needs.

There are no concerns regarding the last ambulance also built by Braun. There is the possibility of a demo situation where we would get a reduction in price in return for Braun to use the ambulance as a demo for a period of time, perhaps a month or so.

*A motion was made by Commissioner Merritt to award the bid for a new ambulance to Braun Northwest under the terms of the bid without requiring a performance bond. Commissioner Hallanger seconded the motion. Further discussion. Motion carried.*

**Learning Partnership (Staff Report 3-1-002):** While researching available online fire science degree programs we came up with Columbia Southern University (CSU). CSU offers a wide range of degree programs along with allowing credit transfers and credit for Fire Service Classes. During our discussions with CSU they brought up their Learning Partnership program, which we are eligible to become part of. If we become a learning partner with CSU anyone taking classes along with employees' families will receive a 10% discount per credit hour on tuition and application fee waiver. The partnership is a non-binding, no cost or obligations agreement with CSU that allows them to use our name in marketing pieces. We currently have individuals enrolled in their courses.

*A motion was made by Commissioner Hallanger to authorize Chief LaFave's signature on the partnership agreement with CSU. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Tabled for Future Meetings:**

- New POG: Out of District Responses
- Email Issues
- New POG: #4008 – Emergency Vehicle Driving

## **Chief's Report:**

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- Asst. Chief Headley reported he is working with a modular company in Chehalis; we may have an opportunity to build a facility for much less than previous estimates. We will also be checking companies currently using these types of facilities, along with the County Building & Planning Department
- Chief LaFave reported he has had discussions with Doug Hart of Hart Radiator regarding possibly leasing space in their building for office use.

### **Payroll:**

*A motion was made by Commissioner Bergquist to approve the March 5, 2008, payroll totaling \$174,467.55 for warrant numbers 26257 through 26308. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

### **Drill Points:**

*A motion was made by Commissioner Merritt to approve the March 13, 2008, quarterly drill points totaling \$1,396.00 for warrant numbers 26309 through 26313. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

### **Vouchers:**

*A motion was made by Commissioner Hallanger to approve vouchers totaling \$43,441.44 for warrant numbers 26314 through 26371 dated March 14, 2008. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

### **Announcements:**

- Commissioner Bergquist reported the annual stair climb in Seattle was very successful; C2FR had 4 members involved and Longview Fire had six members.
- Tuesday evening will be the quarterly report for the City of Kelso; Chairperson Cameron will attend.
- WFCA is requesting insurance forms for life insurance for commissioners be completed and returned by 3/31/08.
- Board workshop will be April 9<sup>th</sup> at 3:00 p.m. at Station 21.
- Tuesday, March 18<sup>th</sup> at 7:00 p.m. is a Board meeting in Ryderwood; they have requested Commissioner and/or Chief assistance from us. Commissioner Merritt will check his schedule to see if he can attend. On May 11<sup>th</sup>, Chief LaFave will attend their meeting.
- We have the Pierce 1980 to surplus that Ryderwood may also be able to use.
- Tentative date of May 15<sup>th</sup> for a joint workshop with the Longview City Council and C2FR Board of Commissioners.

### **Executive Session:**

None

### **Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 6:13 p.m.*

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Chairperson

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District Secretary

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