

# Board of Commissioners Meeting

*March 22, 2006*

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:33 p.m. on March 22, 2006, at the 701 Vine Street District Meeting Room. The following were present:

Commissioner Hallanger  
Commissioner Olson  
Chief LaFave  
Fire Secretary Ballinger  
Fire Inspector Graham

Commissioner Merritt  
Commissioner Bergquist  
Asst Chief Headley  
EMS Administrator Ribelin

## **Approve Previous Minutes:**

*A motion was made by Commissioner Merritt to approve the March 8, 2006, Board meeting minutes. Commissioner Hallanger seconded the motion. Further discussion. Motion carried.*

Commissioner Cameron requested a revision on page 4 for David Campbell's title from Deputy to Assistant; on page 5, the meeting was adjourned by Vice-Chairperson Hallanger.

## **Awards & Recognition:**

Driver Operator Russ Neely is being recognized at a function tonight by the American Red Cross as a Hometown Hero. A customer at the Monticello Hotel started choking while having dinner. Russ was off duty and performed the Heimlich maneuver, which cleared the man's fully obstructed airway, therefore saving his life. Great job Russ!

## **Public Comment:**

None

## **Risk Management:**

None

## **Verbal Reports:**

None

## **Written Reports:**

**Revenue & Expense Report – February 2006:** Revenue and expense information was provided to the Board in their packets. Questions from the Board were answered by Staff.

Commissioner Cameron pointed out that on the General Ledger Expenses vs. Budget w/o Encumbered report on page 2, the shop services expense line items do not match the amounts in the Supplemental Budget on page 7. Staff will go back and review these discrepancies and find out why and what the differences are and report back to the Board. [Note: Supplemental Budget information had not been entered into Springbrook as of the date of the report. That information has since been added.]

**Calls Report – February 2006:** Calls report information was provided to the Board in their packets. Questions from the Board were answered by Staff. Commissioner Cameron requested for the Board to receive the calls report excel spreadsheet table and graph that they previously received. Fire Secretary Ballinger reported that would not be a problem as it is easy to create and maintain. She will make sure it is provided in the future.

**Action Items:**

**Resolution #643-2006; AFLAC Participation:** We were approached by AFLAC to offer additional insurance program choices to regular, full-time employees for short-term disability, intensive care, cancer care, accident and recovery and dental care. There are several C2FR employees that have expressed an interest in reviewing and potentially participating in the insurance selections offered by AFLAC. All premium payments are the responsibility of the individual employees made through payroll deduction at a limited cost to C2FR for payroll processing. Therefore, Staff is requesting to offer the AFLAC program as additional insurance choices to regular, full-time employees. All questions were answered by Staff.

*Commissioner Hallanger made a motion to approve Resolution #643-2006. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

**Resolution #644-2006 (Staff Report #3-2-001):** Staff has determined that certain property has become surplus to the needs of the District as identified below. Staff is requesting the Board to authorize the Fire Chief to dispose of this equipment in the best interest of the District. Questions by the Board were answered by Staff.

Commissioner Hallanger brought up concerns about providing and publicizing these surplus items only to C2FR personnel rather than using the public bid process. AC Headley will contact the State Auditor’s Office and make sure we are abiding by the rules and regulations. These will be put on eBay if the State Auditor informs us the process we are proposing is not appropriate.

<u>EQ#</u>	<u>YEAR</u>	<u>MAKE</u>	<u>MODE/TYPE</u>	<u>VIN#</u>
P11	1989	Chevrolet	Pickup	2GCGK29KOL115908
P12	1989	Chevrolet 2500	Pickup	2GCFK29K0K1225143
WE01	1985	GMC	H5S Wildland Engine	1GDJ7D1G9FV621635
E06	1979	Pierce	Rescue-Mini Pumper	CKR338B171409
C09	1991	Ford	Taurus/Sedan	1FACP504XMA223211
PO8	1986	Ford F350	Pickup	1FDHF37H6GKB59498

*Commissioner Olson made a motion to approve Resolution #644-2006. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

**Authorization for Chief LaFave to attend I-520 and I-620 Classes in Phoenix in 2007:** Chief LaFave is requesting authorization from the Board to attend these necessary classes in 2007. Someone from the DNR or Forest Service submitted his name for these trainings, which are the highest level of trainings offered nationally. Each course is one week long. There was some discussion regarding requirement and commitment level expectations on national teams. Chief LaFave stated he is not interested in serving on a national team at this time. That is what the group would like, however, it is not feasible for him to do that at this time.

*Commissioner Merritt made a motion to authorize Chief LaFave's attendance at the I-520 and I-620 classes in Phoenix in 2007. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

**Authorize C2FR to join the Clark County Risk Management Group:** AC Headley has drafted a letter of interest as directed by the Board to authorize C2FR to join the Clark County Risk Management Group effective July 1, 2006. We are looking into WCIA as a possibility as well. The policy has a November 1<sup>st</sup> renewal date and Jim Palmer is recommending that we transfer our existing policy effective July 1<sup>st</sup> and renew as a group on November 1<sup>st</sup>. Commissioner Hallanger is concerned with fees or penalties that may be imposed. AC Headley stated that no fees or penalties will be assessed according to a letter he received from the Clark County Risk Management Group. Commissioner Cameron stated he does not see an advantage to transferring by July 1<sup>st</sup>.

*Commissioner Olson made a motion to authorize Chief LaFave to sign a letter of interest in joining the Clark County Risk Management Group and transferring the policy effective July 1, 2006, as long as no fees or penalties are imposed for transferring prior to the original November 1, 2006, renewal date. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

**Authorization of donations (non-agenda item):** AC Headley reported that we have recently received a number of memorial donations on behalf of Eleanor F. Eichertopf, who recently passed away. The obituary in The Daily News requests that memorial donations be given to Cowlitz 2 Fire & Rescue on her behalf.

*Commissioner Merritt made a motion to accept the donations. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

## **Chief's Report:**

- Chief LaFave and Sheriff Mahoney are planning a joint meeting with police chiefs to discuss issues and concerns regarding the SWAT agreement.
- Commissioner Hallanger has been discussing 911 failures with County Commissioner Raiter. Somehow we need to notify the public if 911 fails or is not working sufficiently.
- Chief LaFave has approached the State Fire Marshal's Office to seek their support regarding access issues, in particular the Libby Lane Bridge, to clarify to the County that they are the agency with the authority, not the District. The County continues to send people to us; however, we do not have jurisdiction or authority to set the rules or laws regarding these issues. Cowlitz County is the agency with jurisdictional authority. The County is planning on implementing a rub rail standard for existing private bridges.

- Chief LaFave reported that we are currently working with Longview Fire on joint facilities planning. BC Phil Jurmu is doing a great job working on the mapping piece.
- Chief LaFave is going to talk with Clark Snure regarding language for annexation agreement issues in the City of Longview. Cowlitz 2 is going into Longview's jurisdiction twice the number of times for auto/mutual aid responses, not including transports, compared to Longview responses in Cowlitz 2's jurisdiction.
- A lot of committees and groups Chief LaFave has been involved in on the state level are coming to an end. He is eliminating a number of those projects so he can focus more on the projects here at the District and spend more time in the office.
- Chief LaFave is still working with the labor group on the inspector position to figure out whether it is to be a represented or non-represented position.
- Chief LaFave will be on vacation the first week in April.
- Chief LaFave has the oath completed. All new hires from this point forward will take the oath at a Board meeting and will be sworn in by the Chairperson. Nobody from past employment is being forced to do it, but all employees will be offered the opportunity to take the oath at the April 12<sup>th</sup> Board meeting.
- Chief LaFave has been asked to be a guest speaker and open the Oregon Fire Apparatus training in regards to disaster preparedness.

### **Payroll:**

*A motion was made by Commissioner Olson to approve the payroll of March 20, 2006, totaling \$66,732.16 for warrant numbers 21020 through 21036. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

### **Vouchers:**

*A motion was made by Commissioner Hallanger to approve the vouchers totaling \$56,180.29 for warrant numbers 21037 through 21087 dated March 24, 2006. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

### **Announcements:**

- Commissioner Merritt reported that the Task Force is looking at fire department funding and will be wrapping that up fairly soon and giving their recommendations.
- Commissioner Hallanger is discussing 911 failures with all interested parties.

### **Executive Session:**

None

### **Adjournment:**

*Meeting was adjourned at 6:27 p.m. by Chairperson Cameron.*

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Chairperson

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District Secretary