

Board of Commissioners Meeting

March 25, 2009

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:32 p.m. on March 25, 2009, at 701 Vine Street in the training room. The following were present:

Commissioner Hallanger	Commissioner Olson
Chief LaFave	EMS Administrator Ribelin
District Secretary Bouchard	Section Chief Kelly
Ret. Chief Smith	Deputy Fire Marshal Graham
Firefighters: Nunes, Stich, Carnahan, Hicklin, Thayer, Gilbert, Woods, Christianson, Casey, McWain, Mickens, Ditterick	

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Olson to approve the March 11, 2008, Board meeting minutes with one revision. Commissioner Hallanger seconded the motion. Further discussion. Motion carried.

Administration of Oath:

Chairperson Cameron administered the Oath of Office to Temporary Firefighter Bryan Ditterick. Also, Chief LaFave reported that Vol. FF Nunes passed his Paramedic exam and will be headed to Henderson, Nevada, for his internship. Vol. FF Mickens was just accepted into a Paramedic program. Congratulations from the Board to you all!

Awards & Recognition:

None

Public Comment:

None

Risk Management:

None

Verbal Reports and/or Discussions:

Station 25 Update: Chairperson Cameron reported that he and Asst. Chief Headley met with Gibbs & Olson yesterday. They are finalizing the scope of work and will bring the contract back

to the Board if the cost goes up. Gibbs & Olson will also assist with the LID process and applications. We will be pursuing funding through the Hazard Mitigation Plan through the State along with the Fire Act Grant and a Public Works Trust program. The design will be for a stick-built building with an option for a modular building.

[Commissioner Bergquist arrived at 5:40.]

Written Reports:

City of Woodland Plan Review: Ret. Chief Smith indicated he generally has done plan review for approximately 15 to 20 projects annually for the City of Woodland. That is an area that is still growing. He recommends pass-through of permit fees rather than charging an hourly rate. Chief Joe Tone of Woodland Fire was also present at the meeting; he indicated the schedule attached to the draft agreement was developed with general information from the IFC with some specific information related to Woodland. This is a great opportunity for C2FR and Woodland Fire to work together. Chairperson Cameron said he supports the concept but has revisions to the agreement. These revisions were provided to District Secretary Bouchard to include in the final document.

District Secretary Bouchard will make a note to add this item to the agenda for the second meeting in September for the Board to review.

A motion was made by Commissioner Hallanger to approve the contract for Plan Review with the City of Woodland as revised by Chairperson Cameron. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Town of Yacolt, Commercial Fire Inspections Agreement: The Town of Yacolt has approached us to assist with annual commercial fire inspections. They have in the past used Clark County, however, the fees have become prohibitive. Deputy Fire Marshal Graham estimates these inspections would take approximately one full day per year. Vol. Mike Murphy would be handling these inspections.

A motion was made by Commissioner Hallanger to approve the agreement for commercial fire inspections with the Town of Yacolt as revised by Chairperson Cameron. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

City of Vancouver, Hazmat Agreement: In conjunction with the agreement with the Weyerhaeuser Company for hazmat services, this agreement is being developed with the City of Vancouver as they are the regional hazmat team. Chairperson Cameron suggested we revise all “Cowlitz” identifiers to “District” and revise language requiring the District to ensure participation by other agencies.

A motion was made by Commissioner Hallanger to approve the agreement for hazmat services with the City of Vancouver as revised by Chairperson Cameron. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Action Items:

Part-Time Firefighter Program: This program was jointly developed with the Labor/Management group to focus on improved daily staffing. Chief LaFave reviewed the points he clarified with each of the shifts. This program would protect the current labor group, implementation would be transparent to those involved, and it will not violate the collective bargaining agreement. Other concerns were identified as well including having a new chief, performance expectations, a DOL audit, and the economy. The estimated program costs were reviewed and compared to the current shift volunteer program and hiring of three additional full-time firefighters. Actually, we would need to hire nine full-time firefighters to have the same impact on daily staffing as 15 part-time firefighters would have. This is due to the time off requirements for full-time firefighters.

Commissioner Olson made a motion to approve the Part-Time Firefighter program as presented. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Supplemental Budget #1 for 2009: The supplemental budget reflects the correct cash carry-forward for 2009, the part-time program, and the Weyerhaeuser Hazmat agreement. Staff is continuing to look beyond this year to the 2010 and 2011 budgets for planning.

Commissioner Bergquist made a motion to approve Supplemental Budget #1 for 2009. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

New Policies #5015 and #5016: EMS policy #5015 is required by federal HIPAA guidelines. This policy will allow appropriate amendments and a documentation procedure for amending medical reports.

Commissioner Olson made a motion to approve Policy #5015. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Policy #5016 covers BLS transport in those occasions that we might transport BLS after a Paramedic evaluation. This policy mirrors Castle Rock's (Fire District #6) policy and has been approved by the Medical Program Director. This will also help move us toward modifying the EMS system. These BLS transports at this time will be charged the ALS rate as there is still a Paramedic evaluation of the patient.

Commissioner Olson made a motion to approve Policy #5016. 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
- New POG: #4008 – Emergency Vehicle Driving

Chief's Report:

- Nothing further.

Payroll:

A motion was made by Commissioner Bergquist to approve payroll totaling \$88,804.93 for

warrant numbers 28999 through 29016 dated March 20, 2009. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve voucher #29998 totaling \$93.28 dated March 20, 2009, and vouchers totaling \$57,614.98 for warrant numbers 29017 through 29061 dated March 27, 2009. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- None

Executive Session:

The Board recessed from the regular meeting at 6:54 p.m. for approximately 15 minutes to discuss a personnel issue in Executive Session.

The Board adjourned the Executive Session at 7:15 p.m. and returned to the regular meeting at 7:15 p.m.

Adjournment:

Meeting was adjourned by Chairperson Cameron at 7:15 p.m.

Chairperson

District Secretary