

Board of Commissioners Meeting

April 22, 2009

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on April 22, 2009, at 701 Vine Street in the conference room. The following were present:

Commissioner Hallanger	Commissioner Olson
Commissioner Bergquist	Chief LaFave
Asst. Chief Headley	District Secretary Bouchard
Line Personnel: Arrera, Fisher, Wood, Huff, Mickens, Sanders, Jensen, Carnahan, Taylor, Uhrig, Satcher, Gilberti	

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the April 8, 2008, Board meeting minutes. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Administration of Oath:

Chairperson Cameron administered the Oath to the part-time employees including: Jordan Sanders, Rustee Jensen, Jenell Carnahan, Dan Taylor, Kyle Uhrig, Ryan Satcher and Vince Gilberti.

Awards & Recognition:

Chief LaFave recognized FF/Medic Stich for his efforts in teaching the EMT class recently. All 24 students in the class passed the State exam on the first try. This is the first time 100% of the EMT class has passed on the first try. This is a remarkable achievement and Chief LaFave commended Stich for an excellent job. He worked with Tracey McDaniel as the Course Coordinator and this proved to be a very successful team. Good job!

Public Comment:

None

Risk Management:

None

Verbal Reports and/or Discussions:

Station 25 Update: We have received a proposal from Gibbs & Olson for the engineering services to build a new station in Lexington (Station 25). Cowlitz Fire District #6 (Castle Rock) has committed to form an LID in their area to partner with us on this station for construction and staffing. At this point, this decision doesn't change the configuration of the station as the plan is for one crew to be staffing. Castle Rock's Chief Koreis is reviewing the plans and discussing with his Board of Commissioners.

Asst. Chief Headley reported he has met with Jeanette Scibelli for assistance in marketing. She suggested we go ahead with the car seat clinic in May, however, that is too soon to put together an appropriate Open House event.

Discussion of funding for this proposal; funding is not currently available except through other sources, i.e. LID, grants, etc. Chairperson Cameron suggests we enter into a small agreement with Gibbs & Olson for just the LID services. Commissioner Hallanger indicated he preferred to have the geotech engineering done first to ensure the ground is okay prior to putting together the LID.

Chief LaFave and District Secretary Bouchard will review the budget for \$50,000 to \$60,000 to do the geotech and LID pieces. There will also be some attorney fees involved. There will be approximately \$20,000 credited to us in the reworked budget for the 911 center which can partially fund this agreement.

Commissioner Hallanger made a motion to authorize Gibbs & Olson to perform items #4 and #10, geotechnical engineering and LID work with some flexibility. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Leave/Insurance Policies: Chief LaFave discussed issues with the temporary and part-time positions. Benefits are offered in some areas for part-time staff but not generally for temporary employees. He recommended the Board authorize benefits for the temporary firefighter position authorized by the Board in March to be effective May 1, 2009.

Commissioner Olson made a motion to approve full-time benefits for the temporary firefighter position authorized by the Board in March. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Written Reports:

Revenue & Expense Reports thru March, 2009: Reports were provided to the Board in their packets. There weren't any questions from the Board.

Action Items:

Revised Policy #2004: Changes were made to the classification of positions policy to correct changes made over the last few years.

A motion was made by Commissioner Bergquist to approve Policy #2004 with the addition of adding the Receptionist position. Commissioner Hallanger seconded the motion. Further discussion. Motion carried.

Revised Policy #2013: Revisions were made to the Hours of Work & Paydays policy to incorporate part-time and temporary employees into the pay schedule.

A motion was made by Commissioner Hallanger to approve Policy #2013 with a revision. Commissioner Olson seconded the motion. Further discussion. Motion carried.

Jack Smith Contract Renewal: A renewal agreement with Jack Smith for instructing the high school class was presented to the Board. The only substantive changes are to the dates of the agreement.

A motion was made by Commissioner Olson to approve renewing the contract with Jack Smith with one revision. Commissioner Bergquist seconded the motion. Further discussion. Motion carried.

(Added Item) Co-op Service Agreement: This agreement is with Districts #1, #2, #5, #6 and the City of Woodland. Discussion of Logistics issues; at this point, the agreement just offers the opportunity to work with the same vendors for competitive pricing to get a better deal for agencies involved.

(Added Item) Interlocal Agreement for Relief Employees: Chief LaFave wanted the Board to be aware of the discussions between the local labor groups as he would like to get to the point of the Board supporting the agreement. District #6 (Castle Rock) has authorized Chief Eric Koreis to sign the agreement. Chairperson Cameron indicated he is not sure we would want to sign the agreement as it's really between the local labor groups. Chief LaFave indicated this points to progress made between the groups and agencies in working together cooperatively and creating options.

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:

- Chief LaFave, EMS Administrator Ribelin and District Secretary Bouchard met with West Ridge EMS to hear the proposal for providing EMS billing services. They did discuss the items of concern that were raised by the Board at the last meeting. Staff is still researching this issue and communicating with the owner of the new company.
- Chief LaFave and EMS Administrator Ribelin met today with the EMS Council including LifeFlight, AMR and the hospital. Our intent is to establish a level 1 threshold for the District effective May 1st. C2FR still always seems to be the fallback position although Chief LaFave keeps explaining this issue. This only affects the medic units/EMS calls. "Emergent" out of town transports from the hospital will first be dispatched to AMR, then to LifeFlight. At that point, if their units aren't available and the call is emergent, we will respond. We're not going to call in a crew for additional coverage though. The hospital also committed to more media, public education, and internal education strategies. Chairperson

Cameron noted we will need to continue holding the line to push Longview to solve their transport issues.

- Asst. Chief Headley reported our attorneys for the Libby Lane issue would like an Executive Session on May 13th.
- We are moving ahead with plans to replace the Mechanic's position. The State Association will perform the skills portion of the test for us.
- April 30th is the cutover date for our new phone system. There may be disruption for up to one hour.

Payroll:

A motion was made by Commissioner Bergquist to approve payroll totaling \$85,935.33 for warrant numbers 29159 through 29186 dated April 20, 2009. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$142,097.14 for warrant numbers 29187 through 29240 dated April 24, 2009. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Drill Points:

A motion was made by Commissioner Hallanger to approve drill points totaling \$16,139.25 for warrant numbers 29241 through 29310 dated April 30, 2009. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Announcements:

- None

Executive Session:

None

Adjournment:

Meeting was adjourned by Chairperson Cameron at 6:55 p.m.

Meeting was re-opened by Chairperson Cameron for administration of the Oath to part-time firefighter Jared Casey who returned from a call.

Meeting was adjourned by Chairperson Cameron at 6:58 p.m.

Chairperson

District Secretary