

Board of Commissioners Meeting

June 14, 2006

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:34 p.m. on June 14, 2006, at the 701 Vine Street District Meeting Room. The following were present:

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| Commissioner Hallanger | Commissioner Merritt |
| Commissioner Olson | Commissioner Bergquist |
| Chief LaFave | Asst. Chief Headley |
| District Secretary Bouchard | Deputy Fire Marshal Graham |
| Driver Operator Neely | EMS Administrator Ribelin |
| FF/Medic Agren | FF/Medic Helem |
| Driver Operator Buzalsky | Captain Arrera |
| FF/EMT Sanders | FF/EMT Fisher |
| Volunteer FF/EMT Poff | FF/EMT Riepe |

Approve Previous Minutes:

A motion was made by Commissioner Hallanger to approve the June 14, 2006, Board meeting minutes. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Awards & Recognition:

Chief Headley reported that Kaper II donated a set of stainless steel wheel covers for the new Brush 21 when we went to purchase them, which is probably about \$300 worth of wheel covers. Thank you to Kaper II.

Chief LaFave presented the Deputy Fire Marshal badge to James Graham and congratulated him.

Chief LaFave reported that FF/Medic Neil Agren is our newest hire; he completed his evaluation and training and is now on "B" shift as a FF/Paramedic. Chief LaFave also presented a FF/Paramedic badge to Neil.

Jeff Cameron administered the firefighter oath to Neil Agren, Gregg Helem, Brandon Poff, Todd Buzalsky, Darryl Arrera, J.D. Riepe, and Ryan Fisher. Congratulations were extended from the Board and Chiefs.

Public Comment:

None

Risk Management:

None

Verbal Reports:

County Road Private Access Update: Asst. Chief Headley reported that Sargent Engineering started the bridge project Monday and spent most of the day at the Libby Lane bridge that day to evaluate it. Monty Smith, Sargent's project manager, indicated they are working concurrently with the Phase II portion, but wanted to get an answer for us as soon as possible on the Libby Lane bridge.

Commissioner Hallanger indicated he thought the Board's request was to complete Phase II before Phase I. Chairperson Cameron said it won't hurt the process or projects to do them simultaneously.

Asst. Chief Headley reported that it sounds as though one of the local propane companies is not crossing unrated bridges as we have received several phone calls.

Engine 22 – Engine Rebuild: – O-rings failed allowing antifreeze to get in the oil and blew the engine. Due to the shop workload, Asst. Chief Headley asked Lead Mechanic Carner to look into sending it to Pac Diesel in Ridgefield. The cost is estimated at approximately \$35,000 with the sales tax. This will give us a factory remounted engine with a five-year warranty. They will also look at the transmission to make sure it's okay. We plan on keeping this apparatus for probably another 15 years. This appears to be an inherent problem with this type of apparatus.

Commissioner Hallanger made a motion to approve repair to Engine 22 for approximately \$35,000 including sales tax. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Written Reports:

None

Action Items:

Cooperative Purchasing Agreement: We were contacted by the City of Montesano to develop a Cooperative Purchasing Agreement. It would allow them to purchase off agreements that we develop and allow us to purchase off agreements that they develop. Per the state auditor, the bid laws recommend these agreements are completed in advance, but if they purchase an ambulance from our previous bid process, in an audit, it would be the City of Montesano's concern, not ours. They have submitted documents signed by their Mayor for execution by our Board. Commissioner Hallanger noted that if we were to use the agreement, we would want to be named in advance as is recommended by the State Auditor.

A motion was made by Commissioner Hallanger to enter a Cooperative Purchasing Agreement with the City of Montesano. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Tabled Items:

- Chief LaFave has a meeting tomorrow morning with the Longview and Kelso Police Chiefs, and the Sheriff. He will propose two alternatives, one to be a voting member, and the other to remove the liability clause. He knows they're not opposed to the second option. Chairperson Cameron indicated he feels we don't want to be a voting member and would rather remove the liability clause. Commissioner Merritt asked Chief LaFave if he sees any adverse affects if we remain as a non-voting member. Chief LaFave indicated he doesn't and plans on just addressing it from the liability issue.

Chief's Report:

- We had a training burn out on Wohl Road that went well. Staff is working to develop a process for planning live fires to include development of training objectives for the fire. It is critical to advance training to have evaluators assess the training objectives and conduct a post incident analysis afterwards. That's how this training fire was processed and will advance our training objectives quite a bit. Lessons learned will help us improve our program.
- Planning group has changed their work hours on Mondays to be out with volunteer groups for training in the evening and see that this training is consistent with the rest of the organization. They also evaluated training over the last five years to document FFI training and are working with the State for reimbursement for that training for approximately \$16,500.
- Training group met early this month and developed their focus; they are currently working on a three-year plan. We are placing a huge emphasis in that area and trying to support those folks. That group is also working with EMS Administrator Ribelin on EMS training.
- Chief LaFave sees a positive change in the interaction we're having with 911 center. Their new director is very open to feedback, attends the chief's meetings, and is working hard on changing the tone. Dialogue the Chief has heard is different and a very positive change. They're also working on getting a definitive timeline on the radio replacement project. The Director has taken oversight of this project. There is still a little confusion about the initial cost estimate at \$2.6 million and the current estimate of \$3.7 million. Most of that appears to be a result of continual time delays in getting the project done. They will be sending out a report soon that will be more definitive.

Payroll:

A motion was made by Commissioner Olson to approve the payroll of June 5, 2006, totaling \$149,003.27 for warrant numbers 21579 through 21628. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve the vouchers totaling \$51,350.76 for warrant numbers 21629 through 21700 dated June 16, 2006. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Announcements:

- Commissioner Merritt indicated a change under upcoming events for the County Fire
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Officials meeting, which will be June 29th, not the 22nd. District Secretary Bouchard will ensure the Station 21 Conference Room has been reserved for this meeting.

- Commissioner Merritt attended the WFCA seminar in Chelan and brought back information from ESCi on strategic planning and personnel policies. Included in the packet were Board policies that are actually Cowlitz 2 policies with a different cover sheet.
- Chairperson Cameron indicated the Longview City Council meeting will also be on June 29th.

Executive Session:

The Board recessed from the regular meeting at 6:03 p.m. and went into Executive Session to discuss labor negotiations for approximately 20 minutes. The Executive Session was adjourned at 6:19 p.m.

Adjournment:

Meeting was adjourned 6:19 p.m. by Chairperson Cameron.

Chairperson

District Secretary