

Board of Commissioners Meeting

July 25, 2007

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:31 p.m. on July 25, 2007, at the 701 Vine Street Conference Room. The following were present:

Commissioner Merritt	Commissioner Olson
Commissioner Bergquist	Asst. Chief Headley
District Secretary Bouchard	Driver Operator Neely
EMS Administrator Ribelin	

Approve Previous Minutes:

A motion was made by Commissioner Olson to approve the June 27, 2007, Board meeting minutes. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

The meeting of July 11, 2007, was not held due to lack of a quorum.

Administration of Oath:

None

Awards & Recognition:

Asst. Chief Headley noted we received recognition from the fire in the Tri Cities regarding the actions of FF/EMT Ryan Fisher. He broke his team into hand crews that then hiked four miles to an area needing hand lines. Officials at the fire indicated this showed great initiative and was a fine example of leadership as this is not a typical action that would be taken but was very successful.

Public Comment:

None

Risk Management:

None

Verbal Reports:

Architect Update: Asst. Chief Headley provided preliminary drawings from Rice Fergus Miller for Station 25 in Lexington. This project can be easily phased in with the residential (quarters) piece completed first. Estimates were provided for each phase. He also visited briefly with the County to determine if there are any issues which will probably be very limited. He still needs to

talk with the State Dept. of Transportation regarding West Side Highway access. They may not give us all three access points.

Written Reports:

Revenue & Expenses, June, 2007: Financial report information for June, 2007, was provided to the Board in the packets. Questions from the Board were answered by Staff.

Calls Report, through June, 2007: Calls report information through June, 2007, was provided to the Board in their packets. Questions from the Board were answered by Staff. EMS Administrator Ribelin noted Chief Koreis from Castle Rock is compiling additional data for the County Chiefs group with FF/Medic Stich's assistance. There was discussion regarding AMR's impending strike action which is supported by the IAFF and is looking more imminent. Also, there was additional discussion regarding other private ambulance companies.

Action Items:

Policy Revisions (Staff Report #7-2-001): As a continuing review of the current Policies & Guidelines, several POGs have been identified in need of revisions. These include:

- #1004: Expenditure Authorization
- #2006: Substance Abuse Policy
- #2007: Discrimination Policy

The Expenditure Authorization policy has become outdated as various position titles and organizational changes have occurred. This policy revision provides the necessary corresponding changes for purchase order authorization.

Our Substance Abuse Policy originally provided for pre-employment testing of all personnel; this revision officially makes a change to provide pre-employment testing only for those personnel in safety sensitive positions, which has been the District's actual practice due to Washington Supreme Court case law.

The Discrimination Policy that was established years ago included an "Internal Response Team" component for reporting and investigations. This is not a workable situation as it requires confidential information be provided to more personnel than is necessary. It also includes personnel in the investigation process that are not trained to perform this particular responsibility. Therefore, this policy has been revised to reflect the necessary changes to remove this "team" from the policy.

A motion was made by Commissioner Merritt to approve revisions to POG #1004 as presented. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

A motion was made by Commissioner Merritt to approve revisions to POG #2006 with edits provided by Chairperson Cameron. Commissioner Olson seconded the motion. No further discussion. Motion carried.

A motion was made by Commissioner Olson to approve revisions to POG #2007 with edits provided by Chairperson Cameron. Commissioner Bergquist seconded the motion. No further

discussion. Motion carried.

Surplus Apparatus (Staff Report #7-2-002): The following listed equipment is no longer needed by the District and is a storage problem. It was purchased used and has served for many years. It has developed a mechanical issue in the turntable for the Squirt that is cost prohibitive to repair. It is also old enough that parts are getting hard to find.

- 1979 American LaFrance Tele-Squirt VIN CE-145453

A motion was made by Commissioner Bergquist to approve surplus of the listed apparatus. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Resolution #657-2007; Lid Lift: As has been discussed at Board of Commissioner meetings for the past several months, Staff is recommending the Board put a lid lift on the fall general election ballot to lift the lid to \$1.50 per \$1,000 assessed valuation to begin collection in 2008. This would replace the current M & O levy being collected and would, therefore, reduce the actual current levy rate. For the remaining five years of the lid lift, a 3% increase is requested. An opinion letter from our attorney, Brian Snure, was provided to the Board.

A motion was made by Commissioner Merritt to approve Resolution #657-2007. Commissioner Olson seconded the motion. Further discussion. Motion carried.

The Board requested Staff draft a Resolution for the next meeting to officially not collect the M & O Levy in 2008 if the lid lift proposition is successful.

Tabled for Future Meetings:

- Volunteer Point Value Increase/Revised POG
- New POG: Out of District Responses
- Email Issues
- Private Fire Protection Contract – Eyer (Chairperson Cameron has provided verbiage to include in this contract.)
- New POG: #4008 – Emergency Vehicle Driving
- New POG: #4007 – Callback Procedure

Chief's Report:

- Chief LaFave is on his way to Montana for a fire outside Glacier National Park.
- We are continuing implementation of recommendations that came from the ESCi study. The office remodel and swap is almost complete. Asst. Chief Headley also wrote an office procedures guideline for appointments with the Chief.
- Received \$67,000 grant for County-wide education effort to no man's land issues. There is a planning meeting tomorrow to begin this project.
- The county is progressing with private road issue. At their next meeting, they will be touring some of the areas in question.
- The Washington Survey & Ratings Bureau indicated they are re-rating the City of Kelso with information due by the end of August. This is in response to changes in ratings and water tender credit.
- The Breathing Air Compressor is up and running; minor plumbing needs to be completed.

- The Cowan Court fire investigation resulted in several arrests for arson. Also, the Sheriff's Office is following up on the Lexington fatality fire.

Payroll:

A motion was made by Commissioner Merritt to approve the July 5, 2007, payroll totaling \$171,730.20 for warrant numbers 24434 through 24491. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Olson to approve the vouchers totaling \$94,360.57 for warrant numbers 24492 through 24563 dated July 13, 2007. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Payroll:

A motion was made by Commissioner Merritt to approve the July 20, 2007, payroll totaling \$100,411.14 for warrant numbers 24564 through 24588. Commissioner seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner to approve the vouchers totaling \$76,571.21 for warrant numbers 24589 through 24630 dated July 27, 2007. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Drill Points:

A motion was made by Commissioner Merritt to approve the quarterly drill points payments totaling \$14,200.00 for warrant numbers 24631 through 24714 dated July 31, 2007. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- Chairperson Cameron will not be at the August 8, 2007, meeting.
- Commissioner Merritt reported at the State level they are looking at raising the limit from \$2,500 to \$10,000 for bidding for small works projects.

Executive Session:

None

Adjournment:

Meeting was adjourned at 6:38 p.m. by Chairperson Cameron.

Chairperson

District Secretary