

# Board of Commissioners Meeting

*August 23, 2006*

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:32 p.m. on August 23, 2006, at the 701 Vine Street District Meeting Room. The following were present:

Commissioner Hallanger	Commissioner Olson
Commissioner Merritt	Asst. Chief Headley
District Secretary Bouchard	EMS Administrator Ribelin
Cowlitz County Assessor Terry McLaughlin	

Public: Ardith Libby

## **Approve Previous Minutes:**

*A motion was made by Commissioner Merritt to approve the August 9, 2006, Board meeting minutes. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

## **Administration of Oath:**

None

## **Awards & Recognition:**

A thank you letter from Foster Farms to Chief LaFave and Fire Secretary Ballinger for participating in their annual Health Fair was included in the Board packets. Their efforts are truly appreciated by Foster Farms.

Also, a thank you letter from Community Home Health & Hospice for assisting at the annual Extreme Machine Hospice Event was included. We had volunteers stand by at this event which was appreciated.

## **Public Comment:**

None

[Commissioner Bergquist joined the meeting at 5:35 p.m.]

## **Risk Management:**

We had a knee injury to a firefighter on one of the wildland crews at the Columbia Complex fire. The injury is serious enough that it may require surgery; the individual is now at Walla Walla General Hospital.

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## **Verbal Reports:**

**Annexation Issues:** - Chairperson Cameron explained he did not recuse himself from this discussion as we are beyond the specific annexation issues and are now into discussion on planning issues. Asst. Chief Headley distributed a map of the proposed annexations along with assessed valuation information for the current assessed valuation of the District, pending annexations, and all identified annexations.

Commissioner Hallanger distributed information he received from the Assessor's Office and asked Mr. McLaughlin to clarify the numbers he had provided to each of them; Mr. McLaughlin responded that he divided the number for the Kelso and Longview school districts and explained the areas they looked at; the numbers Asst. Chief Headley received were representative of annexation discussions while the numbers Commissioner Hallanger received are strictly based on school district boundaries. He will verify the numbers he gave to Asst. Chief Headley as he has no doubt on the school district numbers he gave Commissioner Hallanger. We'll need to look at the differences between the maps showing fire district and school districts. They'll come back with potentially revised numbers.

Also, Asst. Chief Headley sent information to Brian Snure regarding the pre-annexation agreement that reflects the tax value transferred back to the District as long as the District is providing services to those areas. Monies would be based on the current assessed value as well as our levy rate. This is just a preliminary draft document and hasn't been reviewed by the City of Longview yet. The next step will be to present this draft to Chief McDaniel with Longview Fire unless someone has requested revisions in the meantime. We will also schedule a meeting with the Longview City Attorney.

Asst. Chief Headley noted he did attend the Boundary Review Board meeting last Thursday and they approved the expanded Rick Annexation with the exception of four lots.

Chairperson Cameron indicated he and Chief LaFave had discussions about strategic planning; he wants us to put together a committee to work on this project. Discussion of planning process and how it will fit in with negotiation process along with communicating the impacts to the District and the City of Longview. Also discussion of call volumes as a trigger point for redeployment. We should be working on a parallel path of strategic planning committee and plan for redeployment of existing resources.

**Fire Season 2006:** – Is getting into full swing; the Chief's Incident Management Team was dispatched to Buckley, Washington, by Enumclaw on Sunday. In talking with him today, his team has also been assigned the Bear Gulch 2 Fire at Lake Cushman. He wanted to make sure the Board knows they've been invited to come up and see what they do; this would be a good educational opportunity.

Early yesterday morning, we also sent a wildland brush engine strike team to the Dayton area for the Columbia Complex which included our new brush engine and one tender along with nine C2FR members. This is a difficult fire that is expanding rapidly; they have lost a couple structures.

Local area also has very dry fuels; trend appears to stay that way for next week so there is potential but not any storms forecast. There was a fire up the Abernathy drainage over the weekend. Also, we still have one person at the Tripod Fire as a medic right now.

**Sargent Engineering Report – Libby Lane Bridge:** – Asst. Chief Headley explained that the bottom line is that the current weight rating is not accurate for the bridge. Sargent rated it for 21,600 pounds which is well under what our vehicles weigh. They also noted the rail is inadequate and, combined with a slick surface, make the bridge unsafe to cross. Also, the approach is not conducive to emergency response. They recommend we not use the bridge for our equipment; only under ideal conditions, we could use the ambulance or vehicles that size. In talking with Monty Smith of Sargent Engineering, they anticipate having the standards completed by the end of the month. Commissioner Hallanger clarified what standards they used to determine the weight rating with Chairperson Cameron who explained how the rating is determined and what the charts reflect.

Also discussed the corrosion and the issue of the railcar being spliced which would require additional inspections; another major concern is that the rail cars are not physically attached to the abutments. Commissioner Merritt reminded Chairperson Cameron of his concern of safety being of paramount consideration. Chairperson Cameron asked that although it's obvious engines and tenders should not be crossing the bridge, what policy do we want to set for ambulances, squads and command vehicles. Currently, anything larger than a command vehicle requires somebody in front on foot to direct them. Commissioner Hallanger doesn't have any problem with having smaller vehicles cross the bridge. Commissioner Merritt noted we're faced with less than a full, standard response. He doesn't feel comfortable putting our people and our equipment in harm's way to cross the bridge and maybe we need to redefine our response such as using 4-wheelers. Asst. Chief Headley is concerned about the volunteers who may try to cross the bridge because of who they are and what they do, and the fact these are their neighbors. We can build Duty Chief notification into the dispatch. Commissioner Merritt also noted that we're discussing the current configuration of the bridge; if there are changes to improve the configuration or situation, that may change the equation. Commissioner Bergquist indicated he appreciates Commissioner Merritt's concern; however, feels there's some risk inherent in operating emergency equipment in any situation.

Ardith Libby said she would like to see a second lane (rail car) put in right beside the current bridge. Chairperson Cameron noted that the bridge girders are not attached to the abutments. In an earthquake, that could be a significant problem. He indicated he wouldn't exclude this option; however, it wouldn't change the load rating on this bridge, but it would distribute the load over both bridges.

*Commissioner Hallanger made a motion that we will not allow any District vehicles over 20,000 pounds to cross the Libby Lane Bridge, and the Duty Chief and Company Officer will determine at any point in time whether vehicles less than 20,000 pounds will cross the bridge. Commissioner Olson seconded the motion. Further discussion. Motion carried.*

Asst. Chief Headley will draft a letter to send to the residents to explain that decision.

## **Written Reports:**

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**Revenue & Expense Reports – July, 2006:** – Year-to-date information regarding revenue and expenditures was provided to the Board in their packets. Nothing significant to note except that we have billed over \$50,000 in wildland firefighting that is pending payment. There weren't any questions from the Board.

**Calls Report – July, 2006:** – Information regarding calls was provided to the Board in their packets. EMS Administrator Ribelin provided additional information regarding EMS call types at the meeting. Questions from the Board were answered by Staff.

## **Action Items:**

**Surplus Apparatus/Equipment (Staff Report 8-2-001):** As we are progressing with the apparatus plan in the Organizational Action Plan, there are several pieces of apparatus and equipment that need to be declared surplus including the following:

- 1985 GMC brush engine VIN # 1GDJ7D1G9FV621635
- 1978 Chevrolet Pierce Mini Pumper VIN # CKR338B171409
- Allison HT-750 automatic transmission with cooler and shift controls

*A motion was made by Commissioner Merritt to approve Resolution #647-2006. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

**Agreement for Entry-level Firefighter Testing (Staff Report 8-2-002):** The current entry-level firefighter testing process is very time intensive for staff, frequently criticized and expensive to facilitate. Staff has evaluated that process along with the feasibility of using an outside contractor to provide the initial written and physical agility testing to establish entry-level eligibility lists. The District would continue processing of applicants on the eligibility list with review of applications/resumes, interviews, background and reference checks, psychological evaluations, and Chief's interviews.

Chairperson Cameron requested revisions to the agreement which will be forwarded to Public Safety Testing for their approval.

*A motion was made by Commissioner Merritt to approve the Subscriber Agreement with Public Safety Testing, Inc. with Chairperson Cameron's revisions for a three-year term. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

**Revised POG #2005 – Employee Evaluation Policy (Staff Report 8-2-003):** At the direction of Chief LaFave, staff has revised POG #2005 – Employee Evaluation Policy to require annual evaluations of personnel to be completed on an anniversary date basis rather than end of year for everyone. Discussion of responsibilities for tracking.

*A motion was made by Commissioner Olson to approve revised POG #2005. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.*

## **Tabled for Future Meetings:**

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- None

### **Chief's Report:**

- We've been very busy and have a lot of crews out. We're also working with DNR to maintain adequate resources available locally.

### **Payroll:**

*A motion was made by Commissioner Merritt to approve the payroll of August 18, 2006, totaling \$95,789.12 for warrant numbers 22175 through 22195. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

*A motion was made by Commissioner Hallanger to approve payroll of August 18, 2006, totaling \$1,045.70 for warrant number 22197. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

*A motion was made by Commissioner Hallanger to approve payroll of August 25, 2006, totaling \$27.50 for warrant number 22255. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

### **Vouchers:**

*A motion was made by Commissioner Hallanger to approve a voucher totaling \$135.00 for warrant number 22196 dated August 18, 2006. Commissioner Merritt seconded the motion. No further discussion. Motion carried.*

*A motion was made by Commissioner Hallanger to approve the vouchers totaling \$77,150.68 for warrant numbers 22198 through 22254 dated August 25, 2006. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

### **Announcements:**

- FF/Medic Cooper and FF/Medic Wood delivered a baby on a call recently. This was a somewhat difficult birth as the cord was wrapped several times around the neck.
- City of Longview will be doing some contract work on Ocean Beach Highway from Cowlitz Way to Coal Creek. There will be some traffic control problems for approximately five to six months due to an upcoming paving project.
- One more Boundary Review Board meeting coming up on September 6<sup>th</sup> for the Columbia Heights annexation.

### **Executive Session:**

None

### **Adjournment:**

*Meeting was adjourned at 7:55 p.m. by Chairperson Cameron.*

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Chairperson

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District Secretary

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