

Board of Commissioners Meeting

September 24, 2008

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on September 24, 2008, at 701 Vine Street in the conference room. The following were present:

Commissioner Bergquist	Commissioner Olson
Commissioner Merritt	Commissioner Hallanger
Chief LaFave	Asst. Chief Headley
District Secretary Bouchard	EMS Administrator Ribelin
Section Chief Kelly	Driver Operator Fix
FF/EMT Fisher	FF/Medic Huff
FF/EMT Sanders	FF/Medic Helem
Volunteer FF Casey	Volunteer FF Taylor

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the September 10, 2008, Board meeting minutes. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Administration of Oath:

None

Awards & Recognition:

Chief LaFave recognized Driver Operator Russ Neely for his ongoing efforts working with Bill Ammons on the annual food drive and other fund raising events. Russ is always helpful in assisting with these events.

Also, FF/Medic Jeremy Huff has been working for the past couple of months on day shift coordinating Logistics. This is an area that has never worked out well on shift as there just isn't enough time to stay on top of everything. Jeremy has done an excellent job with this project and the District will see savings in several areas due to his work.

Public Comment:

None

Risk Management:

None

Verbal Reports and/or Discussions

Asst. Chief Headley reported we are continuing to work with Life Flight to bring them to Cowlitz County. We are also working with the County as this requires a special use permit, which appears to take 60 to 90 days. Life Flight would still like to move ahead and they're working with us on the permit. They did a test flight last week with the biggest helicopter they would be using landing at Station 23 (Columbia Heights). The neighbors have all been very positive. Life Flight has also looked at Station 25 (Lexington); they really like that site and would like to relocate from Station 23 to Station 25 as soon as it's workable.

Written Reports and/or Correspondence:

Revenue & Expense Report – August, 2008: Information on revenue and expenses was provided to the Board in their packets. Questions from the Board were answered by Staff. As noted previously, we expect to see savings from FF/Medic Jeremy Huff's work in Logistics over the past couple months.

Calls Report – August, 2008: Calls report information through August, 2008, was provided to the Board at the meeting. Additional EMS call information was also provided at the meeting by EMS Administrator Ribelin. The subtotals/totals are still off and need to be researched and resolved.

Action Items:

Supplemental Budget #1 for 2008: Draft supplemental budget was presented to the Board in their packets. Questions were answered by Staff.

A motion was made by Commissioner Merritt to approve the Supplemental Budget #1 for 2008 as presented by Staff. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Letter to Longview City Council: We received information last Friday (9/19/08) from The Daily News reporter that the Longview City Council had declined to accept our EMS short-term proposal. Chairperson Cameron clarified for the Board that the information we received referred to a budget workshop for the Longview City Council, for which departments submit information to enhance programs. The City Council said "no" to this proposal at that time. As this was a workshop only, there was not any official action taken. Chief LaFave noted that Mayor Anagnostou apologized to him for his comment quoted in the newspaper; he indicated the comment was taken out of context. City Manager Bob Gregory asked for a letter from the C2FR Board of Commissioners to Mayor Anagnostou in order to place this item on the Council's agenda.

The Board recessed from the regular meeting at 6:08 p.m. for approximately ten minutes.

The regular meeting resumed at 6:19 p.m.

Discussion continued regarding sending a letter to the City of Longview and what deadline should be established for City action.

A motion was made by Commissioner Merritt to direct Chief LaFave to send a letter to Longview City Council Mayor Anagnostou with a deadline of October 10th for discontinuing transport services in the City of Longview. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Station 25 Consulting Services (Staff Report 9-2-001): The District contracted with Pacific Mobile Structures for design services to replace the Lexington Fire Station. They in turn subcontracted the detailed design work to Tornberg Consulting. We have worked closely with both companies to develop a workable design. Since Pacific Mobile Structures has a desire to bid for the construction of the station they will not be available to perform the services necessary to prepare the final bid documents or assist with the evaluation of bids received for the project. Tornberg Consulting has been intimately involved in the project and will not be a part of submitting a bid for the construction of the station. Ed Tornberg is willing to provide the necessary consulting services to prepare the final bid documents and assist with evaluating bid proposals for the construction of the station. His proposal for consulting services has been reviewed and approved by Brian Snure.

The Board tabled this proposal as it is not yet time in the project to pursue these services.

RFP for Civil Engineering and Geotechnical Services (Staff Report 9-2-002): The District requested proposals for civil engineering and geotechnical services and received three proposals for civil engineering and one proposal for geotechnical services as follows:

- Gibbs & Olson for civil engineering
- Harper Houf Peterson Righellis for civil engineering
- RB Engineering for civil engineering
- Shannon & Wilson for geotechnical services

Asst. Chief Headley will follow up on the RFP for geotechnical services that was received a day late as they indicated it was sent on time but there was an incorrect zip code on the website. Commissioner Merritt agreed to review all of the proposals.

Additional Services Contract with Cowlitz County (Staff Report 9-2-003): The County has requested that the District provide supplemental fire code services until such time that they can find a replacement for the County Fire Marshal position. The Board indicated they approve of the concept, but the actual contract needs to be refined. District Secretary Bouchard will send out a copy of the current agreements for Board reference.

Tabled for Future Meetings:

- New POG: Out of District Responses
- Email Issues/Phone Issues
- New POG: #4008 – Emergency Vehicle Driving

Chief's Report:

- We reached tentative agreement with the union on the labor contract for 2009 through 2010.

Payroll:

A motion was made by Commissioner Bergquist to approve the September 19, 2008, payroll totaling \$93,971.18 for warrant numbers 27703 through 27734. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Merritt to approve vouchers totaling \$89,464.01 for warrant numbers 27735 through 27777 dated September 26, 2008. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Announcements:

- Career all call meeting changed to September 25th at 6:00 p.m. at Station 21. There is a still a volunteer all call meeting scheduled for October 6th.
- Memorial Procession to be on October 5th; Open House at Station 21 on October 11th.
- District Dinner on October 18th at the Expo Center.

Executive Session:

None

Adjournment:

Meeting was adjourned by Chairperson Cameron at 7:18 p.m.

Chairperson

District Secretary