

Board of Commissioners Meeting

October 10, 2007

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:32 p.m. on October 10, 2007, at the 701 Vine Street Conference Room. The following were present:

Commissioner Olson
Commissioner Bergquist
District Secretary Bouchard

Commissioner Hallanger
Chief LaFave
EMS Administrator Ribelin

Approve Previous Minutes:

A motion was made by Commissioner Bergquist to approve the September 26, 2007, Board meeting minutes. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Administration of Oath:

None

Awards & Recognition:

Chief LaFave reported that at the All Call Meeting on October 8th, several individuals were recognized for their years of service and retirement. Roy Clifton is still a very active member with 40 years of service; Mark LaFave retired with 30 years of service; Lyle Barker retired with 21 years of service, and Pat Carmody retired with 20 years of service.

Public Comment:

None

Risk Management:

None

Verbal Reports:

A couple weeks ago our phone system went down from Thursday evening through most of Monday. The phone system vendor was able to patch things together with a used telephone system box and repair the system for now. This is a reminder that we don't have any backup in place in case our phone system dies completely and is unable to be repaired.

The Board requested Staff look at options including the City of Longview's system as IT

Director Judy Jones has offered to make a proposal for this service. Other options will also be researched as well. Chairperson Cameron noted that the City's system is linked to email, therefore, the phones may be out of order when there are computer issues.

Written Reports:

None

Action Items:

2007 Supplemental Budget #1: Staff has revised the original 2007 Supplemental Budget #1 request with up-to-date information.

A motion was made by Commissioner Olson to approve 2007 Supplemental Budget #1. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Interlocal Agreement for Technical Services: An interlocal agreement was developed collaboratively with the Longview IT Department and is based on the existing agreement. It provides for our use of the City's wide area network, servers, internet access and e-mail along with regular maintenance and repair of computer and network components. Because this agreement is for less than the \$4,500.00 spending limit, the Board advised Staff at the September 26, 2007, meeting that the Chief may execute the document without Board authorization. Chairperson Cameron requested this item be added to the agenda for this meeting because under state law, an interlocal agreement between municipal agencies requires Board authorization regardless of dollar value.

A motion was made by Commissioner Hallanger to approve the interlocal agreement for IT services with the City of Longview. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Tabled for Future Meetings:

- 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

Chief's Report:

- We are focusing on working with volunteers and the high school class.
- Moving forward with improvements in Training issues.
- All volunteers who are responding to calls are now being documented as meeting requirements set by the District. There is a new mandatory reporting program that requires us to report at the end of the year on volunteer activity and participation. If volunteers don't meet the standards set, the Volunteer Relief and Pension Board will disenroll them. The C2FR Board of Commissioners will be required to sign a roster at the end of the year that indicates the volunteers listed are valid and meet the standards.

- There is a meeting Friday of the strategic planning group with Longview Fire regarding annexations on the West end of Longview and collaborating on issues.
- Fire Prevention Week is in full swing; the Memorial Procession had a great turnout from the volunteers although not much from the public. The Open House is on Saturday from 10:00 a.m. to 3:00 p.m.

Payroll:

A motion was made by Commissioner Hallanger to approve the October 5, 2007, payroll totaling \$165,269.61 for warrant numbers 25100 through 25152. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve the vouchers totaling \$88,232.57 for warrant numbers 25153 through 25210 dated October 12, 2007. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Payroll:

A motion was made by Commissioner Hallanger to approve the October 12, 2007, payroll totaling \$645.22 for warrant numbers 25211 through 25212. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- Health Department is offering a free flu shot clinic for First Responders at Station 21 on November 28th from noon to 2:00 p.m. They will be using ICS to test their POD (point of distribution) system in the event of an emergency in which they would need to provide vaccinations for a large amount of people.
- At the next meeting, the Board will review the meeting schedule over the holidays to determine whether there are adjustments to be made.

Executive Session:

None

Adjournment:

Meeting was adjourned at 5:55 p.m. by Chairperson Cameron.

Chairperson

District Secretary