

Board of Commissioners Meeting

November 9, 2005

Ray Smith, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:30 p.m. on November 9, 2005, at the 701 Vine Street District Meeting Room. The following were present:

Commissioner Cameron	Commissioner Hallanger
Commissioner Merritt	Commissioner Olson
Chief LaFave	Assistant Chief Headley
District Secretary Bouchard	Temp Inspector Graham
Driver Operator Neely	EMS Administrator Ribelin
FF/Medic Huff	Captain Ramey
FF/EMT McWain	Volunteer FF Schmid

Approve Previous Minutes:

A motion was made by Commissioner Hallanger to approve the October 26, 2005, Board meeting minutes. Commissioner Merritt seconded the motion. Further discussion (below). Motion carried.

Commissioner Cameron's revisions: On page 2, the last sentence regarding the apparatus update, should be edited to specify the state bid contract on the command vehicle. On page 3, referencing radios, he would like "to add the OSCAR frequency" to clarify his suggestion.

Awards & Recognition:

For the December 14th meeting, we'll ask to change the Board of Commissioners meeting time due to our involvement with Bill Ammons on a large bicycle giveaway project. We'll be assisting with giving out bicycles to local children at 5:00 or 5:30 p.m. Also, the food drive went well.

The Board requests District Secretary Bouchard prepare a Resolution to change the time of the December 14, 2005, meeting to begin at 3:30 p.m. After approval, she will notify the media per standard practice and law.

Public Comment:

Driver Operator Russ Neely thanked Chairperson Ray Smith for his hard work and dedication. Ray thanked Russ for his comments and indicated he would have liked to stay longer.

Risk Management:

The roof blew off Station 22 in the windstorm. We are having a contractor go out to fix the roof; this will fall under the category of emergency repairs so we don't need to go through the bid process. The roof is weather-tight for right now, and will be repaired as soon as possible.

Minor accidents – a recruit driving the van turned short and scraped another vehicle. We talked with the individual of the other vehicle who will get estimates for repair; we have a scratch and dent on the van.

Also, a deer hit the Jeep with Captain Kelly in it. Captain Kelly tried to stop and avoid the deer, however, it was apparently very determined and ran into the side of the Jeep.

Also had a minor scrape on a medic unit while pulling through the hospital emergency department drop-off area.

Verbal Reports:

IMT Update – Chief LaFave showed a slide presentation of pictures from relief efforts in Mississippi. Chief LaFave also shared a copy of the team evaluation from the incident.

Audit Update – The exit interview with the State Auditor has been rescheduled for November 18th at 2:00 p.m. We have been told by the auditor that we will be receiving a Management Letter regarding the interlocal agreement for fleet maintenance services with the City of Kelso. Our attorney, Clark Snure, has had extensive conversations with the auditor's office but they did not come to agreement. It's our understanding that if the issue is not resolved to their satisfaction by the next audit, we could be issued a Finding at that time. AC Headley has invited Paul Brachvogel (City Attorney) from the City of Kelso to the exit interview along with David Sypher (Public Works Director) and/or Veryl Anderson (Finance Director). The reason for the City of Kelso staff to be there is because it was the process they used to initiate the interlocal agreement that caused the problem. After the exit interview, Staff will bring results back to the Board. Everything else for the audit went very well with just a few suggestions, as they normally have. Chairperson Smith will be at the meeting along with Commissioner Olson.

Written Reports:

Broken/Obsolete Equipment (Staff Report #11-1-001): A list of broken and obsolete equipment was provided to the Board in the staff report. This item is for information only as none of this equipment is listed on an inventory or small and attractive items list, therefore, it has been disposed of by Staff.

- HP Deskjet 6122 printer; S/N MY28K193K4
- 2 old desks (broken)
- 1 twin bed frame
- 1 mailbox
- 1 light board
- 1 heavy cabinet
- HP Deskjet 695c printer; S/N CN94J12058

- Epson Stylus Color 600 printer; S/N AAA1504132
- 7 various keyboards
- Dell D770p monitor; can't locate S/N
- Gateway EV910 monitor; S/N KU1903OB30136
- HP ScanJet ADF; S/N SG96B17OHT
- Box of misc. cords
- StarTalk Mod C – old phone system; S/N NT8B75AF93
- APC battery backup 1000XL Smart-UPS; S/N WS9825159921
- Dell Tower Model MMP; S/N 1NBU7
- HP ScanJet ADF; S/N SG94D112TN
- Dell Latitude c/Dock II; Ref. #98113

Action Items:

Follow-up on Liability Insurance (Staff Report #11-1-002): Several issues were raised at the last meeting for research by Fournier Insurance. The first issue was what the additional premium would be to increase the Garage Keepers coverage. To increase from \$500,000 to \$750,000 the additional premium would be \$610.00 per year; to increase to \$1 million, the additional premium would be \$1,176.00 per year.

A question was also raised regarding whether we need flood insurance coverage at all locations, i.e. at Columbia Heights and Bunker Hill. However, flood insurance cannot be chosen as a separate coverage item for different locations; we either have flood insurance at all locations or we don't have it at any. This insurance does cover landslides, sinkholes, and volcanic events.

There was also a question regarding the Injunctive Relief coverage that refers to reimbursement of up to \$5,000. This is coverage for legal fees in defense of a claim that is not monetary, but action oriented. The example VFIS gave is if we decided to install an outside siren and the neighbors didn't like it and filed a legal claim asking for an injunction to prevent the installation. They're wouldn't be asking for monetary payment, just trying to prevent the action we were taking.

The Board asked Staff several questions regarding apparatus/equipment values and number of vehicles in the shop at any given time.

Commissioner Hallanger made a motion to increase the Garage Keepers coverage to \$750,000.00 which will add \$610.00 to the annual premium. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Chief LaFave has received his paperwork to continue with the Incident Management Team.
- We have had several fires; one at the old Manasco place. Also, we've been investigating several fires outside of our jurisdiction as part of our County agreement. We're working with the Sheriff's Office, particularly if there is potential for criminal follow-up.
- On behalf of the State Chiefs, Chief LaFave has been asked to participate on a strategic planning working group for the DNR to develop a new strategy for fighting fire in the State of Washington. He will also be involved with the DNR, State Chiefs and the Fire Defense Committee for NIMS compliance in the State and use of management teams and how it

will be affected by a National Response Team. Commissioner Hallanger asked Chief LaFave to perhaps forego the NIMS compliance issue and spend a little more time in the District. Chief LaFave indicated he will monitor his time as he doesn't believe these projects will take additional time beyond what he already spends with State Chiefs projects. Also, a lot of the work will be done by conference call and email.

Payroll:

A motion was made by Commissioner Cameron to approve the payroll of November 4, 2005, totaling \$167,486.08 for warrant numbers 19977 through 20029. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve the vouchers totaling \$94,416.37 for warrant numbers 20030 through 20108 dated November 10, 2005. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- Commissioner Merritt reported the WFCA is working with the State Patrol on issues with the State Fire Marshal's Office and will be asking Chief LaFave to join him for that meeting in January.
- There will be a combined career and volunteer All Call meeting on December 12th at the PUD Auditorium.

Adjournment:

Meeting was adjourned at 6:35 p.m. by Chairperson Smith.

Chairperson

District Secretary