

Board of Commissioners Meeting

November 28, 2007

Jeff Cameron, Chairperson, called a regular meeting of the Board of Commissioners to order at 5:33 p.m. on November 28 2007, at the 701 Vine Street Conference Room. The following were present:

Commissioner Olson	Commissioner Hallanger
Commissioner Merritt	Commissioner Bergquist
Chief LaFave	Asst. Chief Headley
District Secretary Bouchard	EMS Administrator Ribelin
Deputy Fire Marshal Graham	

Agenda Revision:

Chairperson Cameron revised the agenda to include an Executive Session.

Approve Previous Minutes:

A motion was made by Commissioner Merritt to approve the November 14, 2007, Board meeting minutes. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Administration of Oath:

None

Awards & Recognition:

Station 25 has reached 500 calls for service this year. There will be a plaque ordered for their engine to indicate the 500 calls club. This station's volunteers are very active and answer up most, if not all, calls. This is the first time for us for an all volunteer station to exceed 500 calls; Chief LaFave cautions that although this is quite an achievement, that level of participation is not sustainable for most volunteers.

Public Comment:

None

Risk Management:

Reminded crews about driving in winter weather conditions and the extra level of awareness to be exercised, i.e. calls on I-5 in icy conditions.

Verbal Reports:

Interlocal Agreement - EMS: This agreement was provided to the Board in their packets at Chairperson Cameron's request to be discussed by the Board. There was discussion regarding discontinuing payment of the fees to the City of Longview. We pay approximately \$25,000 per year to Longview Fire to run medical calls in the City. This contract is very out of date, and we have eliminated \$10.00 of the fee due to duplicate dispatch fees. The Board requested Chief LaFave meet with Chief McDaniel to discuss renegotiating the agreement as it's not valid in today's environment. Information from that meeting will be reported to the Board at the second meeting in December.

Interlocal Agreement - Consolidation: This agreement was also provided to the Board in their packets at Chairperson Cameron's request for discussion. Under the consolidation agreement, Cowlitz 2 is to be reimbursed for training for responses under Longview Fire's contract with the mills. The Board requests Chief LaFave send a letter to Chief McDaniel at Longview Fire to ask we be removed from the run cards for responses to Longview Fire unless our crews receive training consistent, at a minimum, with annual training provided to Longview Fire.

Chairperson Cameron noted the contract obligates Longview Fire to reimburse Cowlitz 2 for training costs. If they don't we don't have a responsibility to respond. (See Section III, 7 of the agreement.) Commissioner Bergquist suggested the letter refer to that section of the agreement.

Written Reports:

Revenue & Expenses – October, 2007: Information was provided to the Board in their packets. There weren't any questions from the Board.

Calls Report – October, 2007: Information was provided to the Board in their packets. Additional call type information was provided at the meeting by EMS Administrator Ribelin. Questions from the Board were answered by Staff.

Action Items:

Medtronic Tech Support Agreement: Medtronic Emergency Support Systems currently provides technical support for our cardiac monitoring equipment at a cost of \$19,603.71 per year in quarterly installments. This includes routine maintenance on our 5 LifePak 12 cardiac monitors and 7 Lifepak 500 AEDs. It also includes discounts on accessories, electrodes and upgrades to the equipment along with battery replacements. Due to the fact that the LifePak 12 purchased last year is due to end it's one year warranty (included with purchase), it needs to be added to the list of equipment on our routine maintenance schedule at an increased cost. Addition of this piece of equipment will increase the annual maintenance up to \$21,671.67 for all pieces of monitoring equipment. Such maintenance has stretched out the life of the current equipment, which is worth over \$100,000. EMS Administrator Ribelin requests this be approved by the Board.

A motion was made by Commissioner Bergquist to approve the addition of this equipment to the Medtronic Maintenance Agreement. Commissioner Hallanger 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:

- Nothing further.

Payroll:

A motion was made by Commissioner Olson to approve the November 20, 2007, payroll totaling \$76,003.50 for warrant numbers 25522 through 25544. Commissioner Bergquist seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve the vouchers totaling \$61,957.48 for warrant numbers 25545 through 25588 dated November 30, 2007. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Payroll:

A motion was made by Commissioner Hallanger to approve payroll dated November 30, 2007, totaling \$1,172.43 for warrant numbers 25589 through 25601. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- None.

Executive Session:

The Board recessed from the regular meeting at 6:27 p.m. and entered Executive Session to discuss a personnel issue. The Board adjourned from Executive Session at 6:30 p.m.

Adjournment:

The Board returned to the regular meeting which was then adjourned at 6:39 p.m. by Chairperson Cameron.

Chairperson

District Secretary