

Board of Commissioners Meeting

February 8, 2012

Chairperson Cameron called a regular meeting of the Board of Commissioners to order at 5:34 p.m. on February 8, 2012, at 701 Vine Street in the main conference room. The following were present:

Commissioner Hallanger
Commissioner Neves
Chief LaFave
District Secretary Bouchard

Commissioner Olson
Commissioner Merritt
Asst. Chief Headley
EMS Administrator Ribelin

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the January 25, 2011, Board meeting minutes. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Administration of Oath:

None

Awards & Recognition:

Asst. Chief Headley presented District Secretary Bouchard with a ten-year pin and paperweight/plaque in recognition of reaching her tenth anniversary with the District in December. Chairperson Cameron expressed the Board's appreciation for her service and attention to detail.

Public Comment:

None

Verbal Reports and/or Discussions:

- Chief LaFave requested a variance to the Vacation Policy for a cash-out of excess vacation leave for Lead Mechanic Carner (60 hours) and Mechanic Green (40 hours). They both are very dedicated employees and sometimes find it difficult to take all of their earned vacation each year when there are jobs waiting to be completed in the shop. They understand that this is a one-time policy variance.

A motion was made by Commissioner Hallanger to approve the two vacation cash-outs on a one-time basis as recommended by Staff. Commissioner Merritt seconded the motion. Further discussion. Motion carried.

Chief LaFave and District Secretary Bouchard will review the vacation policy including the cash-out provisions to determine if either the carry-over or cash-out limits need to be revised.

- Chief LaFave recommended to the Board a salary increase for Fire Secretary Ballinger of \$155.00 per month. This will bring her salary in line with Volunteer Liaison Gregory's salary as the level of responsibilities they currently have are comparable. This is an item that is identified in the ESCI study that will be presented to the Board next month.

A motion was made by Commissioner Merritt to approve the salary increase of \$155.00 per month for Fire Secretary Brandi Ballinger effective 2/16/12. Commissioner Olson seconded the motion. Further discussion. Motion carried with Commissioner Hallanger voting no.

Chairperson Cameron would like to ensure the job description for Fire Support Secretaries includes the wide breadth of responsibilities of that classification to ensure parity. Commissioner Hallanger voted no because he would prefer to wait until we receive the final report from ESCi to make this change.

Written Reports:

A draft of the final Revenue & Expense Report for 2011 was provided to the Board. Questions from the Board were answered by Staff.

Action Items:

New Policy #5018; Interviews of EMS Responders by Third Parties: This policy was developed by EMS Administrator Ribelin to protect against release of medical or other private information obtained in the treatment of patients.

A motion was made by Commissioner Hallanger to approve new Policy #5018 as revised by Chairperson Cameron. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Tabled for Future Meetings:

None

Chief's Report:

- We are working on a plan for maintaining levels of service in the Fire Prevention office, Logistics, Asst. Chief Headley's retirement, and the volunteer component of the department.
- We will be receiving a formal request for a proposal for services from Weyerhaeuser Company. Our primary point of contact at Weyerhaeuser has been removed from this process. We will now be working with their attorney out of Federal Way. Our first option is the partner with the City of Longview; in that effort we have a meeting scheduled for February 16th to meet with them to come up with a proposal for Weyerhaeuser. Commissioner Merritt expressed his concern that the City of Longview does not have a good

history of working with us. Commissioner Hallanger has the same concern. Chief LaFave indicated his plan is to develop this partnership on a 50/50 basis.

Drill Points:

A motion was made by Commissioner Merritt to approve quarterly drill points totaling \$11,745.02 for warrant numbers 42801 through 42847 dated January 31, 2012. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Payroll:

A motion was made by Commissioner Neves to approve payroll totaling \$160,133.31 for warrant numbers 42848 through 42881 dated February 3, 2012. Commissioner Merritt seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$44,656.62 for warrant numbers 42882 through 42943 dated February 10, 2012. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Announcements:

- SWFCA meeting at St. 52 on February 16th to include a PDC teleconference on things to pay attention to as Commissioners.
- Commissioner Merritt reported they had a good Legislative Day at the Capitol this year.
- Chairperson Cameron will not be attending the March 14, 2012, Board meeting.
- Commissioner Olson will not be attending the February 22, 2012, Board meeting.
- Staff will include as an agenda item a review of the report from ESCI for the second meeting in March.
- As part of the litigation regarding the Libby Lane bridge, we will be weighing our pumpers and tenders next Tuesday morning.

Adjournment:

Meeting was adjourned by Chairperson Cameron at 6:39 p.m.

Chairperson

District Secretary