

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

April 7, 2020

Station 91

6:30 PM

AGENDA

Will be held virtually due to COVID-19.

The meeting will cover essential items only

Dial 1-253-215-8782; Meeting ID 191 082 603; Password 162957

CALL TO ORDER:

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of March 17, 2020 Regular Board Meeting Minutes
2. Approval of March 17, 2020 Local BVFF&RO Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

CORRESPONDENCE:

COVID-19 Public Meetings Update

STAFF REPORT:

Chief Carnes

Assistant Chief Jacobs

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

- o EMS Levy

COMMISSIONER COMMENTS:

ROUND TABLE:

Strategic Planning Meeting, April 8, 2020, 2:00 PM

ADJOURNMENT:

Next Regular Board Meeting: April 21, 2020, Station 91, 6:30 PM

This Meeting is Being Recorded.

Please Silence or Turn-Off Your Personal Cell Phones, Pagers, etc.

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**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 April 7, 2020**

1. Minutes –

- March 17, 2020 Regular Board Meeting
- March 17, 2020 Local BVFF&RO Meeting

2. Invoices

- \$11,033.14
 - i. Check Nos.11690 – 11699 dated March 25, 2020

3. Approved Commissioner Stipends April 10 Pay Date

Name	For the Period March 16 – March 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Berg	0	0	0	0	0	0
Martin	1	0	0	0	0	1
Petty	1	0	0	0	0	1
Seeds	1	0	0	0	0	1
Taggart	1	0	0	0	0	1

4. Voided/Destroyed Claims/Payroll Warrants

None

5. Payroll/Benefits/EFT's

- \$56,975.82 (Payroll)

 Commissioner Martha Martin – Chair

 Commissioner Joshua Seeds – Vice Chair

 Commissioner Mike Berg

 Commissioner Sherry Petty

 Commissioner Mike Taggart

EAST COUNTY FIRE & RESCUE
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

March 17, 2020

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin

Joshua Seeds

Pam Jensen

Mike Taggart

Mike Carnes

Sherry Petty

Bob Jacobs

***Held virtually this evening due to COVID-19.**
The meeting will cover essential items only.*

CALL TO ORDER:

The meeting was called to order by Chairperson Martha Martin at 18:37 at Station 91.

AGENDA ADJUSTMENTS:

None

CONSENT AGENDA:

Approval of March 3, 2020 Regular Board Meeting Minutes

Approval of March 3, 2020 Local BVFF&RO Meeting Minutes

Approval of March 4, 2020 Special Meeting Minutes

Approval of Financial Transactions

Excuse Absent Commissioner(s): Commissioner Mike Berg was absent.

Motion by Commissioner Taggart to approve the consent agenda, seconded by Commissioner Petty. Motion passed unanimously.

Motion by Commissioner Taggart to excuse Commissioner Mike Berg's absence, seconded by Commissioner Seeds. Motion passed unanimously.

OPEN TO PUBLIC:

None

CORRESPONDENCE:

Chief Carnes let the Board know the District has received the 2019 WFCR Annual Report. The Board will let Chief Carnes know if they would like a copy of the report.

STAFF REPORT:

Chief Carnes read his report; a copy is in the packet.

Assistant Chief Jacobs gave his report as follows:

March DOC training was held on March 9, 2020, Station 91 at 7:00 PM.

March EST training scheduled for March 23, 2020, Station 93 at 7:00 PM has been cancelled.
April DOC training scheduled on April 13, 2020 status to be determined.
The new squad chassis is scheduled to be assembled the week of March 23rd in Kansas City. It should arrive here about 21 days later. Estimated in service time is approximately one month later depending on radio installation. Unknown if production or shipment will be delayed by COVID-19.

As soon as we can, we are going to be holding joint training for EST and tender operators. Training will be held on the same schedule that we have been using for EST.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing new to report.

SAFETY REPORT:

- Last Safety Committee meeting was on January 15, 2020.
- Next Safety Committee meeting scheduled for March 24, 2020 at Station 91, 7:30 PM. Will be rescheduled.
- No incidents/accidents reported since the last board meeting.

FIRE DISTRICT BUSINESS:

Update on Surplus Vehicle

Nothing new to report.

Station 95

Chief Carnes stated Brian Snure, the District's Attorney, is preparing a lease/option document for the sale of Station 95 to the City of Washougal.

Revisit scheduling Snure Training

Due to the COVID-19 pandemic, the Snure Training will be postponed until further notice.

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials

City of Camas – March 24, 2020, 2:00 PM at Station 91 has been cancelled and will be rescheduled.

City of Washougal – TBA

Risk Group

TBA

Safety Committee Representative

To be held on March 24, 2020, 7:30 PM, Station 91 has been cancelled and will be rescheduled.

Revenue Exploratory Committee

TBA

ECAAB

TBA

COMMISSIONER COMMENTS:

Commissioner Petty asked for clarification on a payment made to Miller's Heating and Air. The payment was for the replacement of refrigerant due to a leak on the heat pump at Station 94.

Chairperson Martin and Commissioner Taggart discussed the possibility of streaming our next Regular Board Meeting and Strategic Planning meeting.

Commissioner Taggart posed ideas about how to place a monitor outside of the building.

Commissioner Seeds sits on the County's Clean Water Commission and they have a yearly tour of storm water facilities and they would like to include the storm water facility adjacent to the District's parking lot. Commissioner Seeds wanted to check with the Board in regards to a Storm Water Facility Tour on May 19th. The Board thinks this is a great idea. Commissioner Seeds wanted to let the Board know he is starting a conversation with the Clark Conservation District in regards to defensible space and wildfire preparedness in our District.

Chairperson Martin asked about Linda Durrett being back in the office on Monday, and Linda could talk with the District's IT person about streaming programs. Chairperson Martin expressed her concern for all to stay safe.

OPEN TO PUBLIC:

None

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar
Strategic Planning Meeting, April 8, 2020, 2:00 PM

EXECUTIVE SESSION:

ADJOURNMENT:

Next Regular Board Meeting: April 7, 2020 Station 91, 6:30PM

**Motion by Commissioner Taggart to adjourn at 19:08 hours, seconded by Commissioner Seeds.
Motion passed unanimously.**

Martha Martin, Chairperson

Joshua Seeds, Vice Chair

Sherry Petty, Commissioner

Mike Berg, Commissioner

Michael Taggart, Commissioner

ATTEST:

DISTRICT SEAL:

Pam Jensen, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes
March 17, 2020

CALL TO ORDER:

The meeting was called to order by Chairperson Martha Martin at 19:08 at Station 91.

The following were in attendance:

Martha Martin
Joshua Seeds
Pam Jensen

Mike Taggart
Mike Carnes

Sherry Petty
Robert Jacobs

BUSINESS:

None

ADJOURNMENT:

The Local Board adjourned at 19:08

Respectfully Submitted,

Mike Taggart, Commissioner,
Sherry Petty, Alternate

Joel VanNess, FF's Assoc. Liaison
Tad Crum, Alternate

Bob Jacobs, Chief's Rep.
Mike Carnes, Alternate

Martha Martin, Chairperson
Joshua Seeds, Alternate

Pam Jensen, District Secretary
Mike Carnes, Alternate

DISTRICT SEAL:

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

03/16/2020 To: 03/31/2020

Time: 11:50:41 Date: 04/02/2020

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
328	03/25/2020	Claims	6291	11690	CLARK PUBLIC UTILITIES	2,092.56	Account # 7200-239-7 03/2020; Account # 7177-363-4 03/2020; Account # 7200-401-3 03/2020
					001 - 522 50 43 091 - Electrical Service (St 91)	592.14	Usage 02/07/2020 - 03/06/2020
					001 - 522 50 43 093 - Electrical & Htg (St 93)	444.93	Usage 02/07/2020 - 03/06/2020
					001 - 522 50 43 094 - Electric & Heating (St 94)	1,055.49	Usage 02/07/2020 - 03/06/2020
329	03/25/2020	Claims	6291	11691	CRAIG'S PLUMBING SOLUTIONS	364.56	Invoice # 5776 Station 94
					001 - 522 50 40 000 - Bldg Repair & Maint	364.56	Station 94 - Repair Leak At Water Heater Line
330	03/25/2020	Claims	6291	11692	GENERAL FIRE APPARATUS, INC	146.88	Invoice # 11395
					001 - 522 60 48 014 - E94 (1014)	146.88	APP 1014 Darley Packing Pellets
331	03/25/2020	Claims	6291	11693	GRAINGER	114.81	Invoice # 947117003
					001 - 522 10 32 000 - Cleaning and Sanitation	114.81	Multifold & EnMotion Paper Towels
332	03/25/2020	Claims	6291	11694	LN CURTIS & SONS	4,870.56	Invoice # INV369420; Invoice # INV370707; Invoice # INV370404; Invoice # INV370202; Invoice # INV371422
					001 - 522 20 33 000 - Volunteer Uniforms	45.97	Uniform Shirt - Chief Jacobs 1 Qty
					001 - 522 20 38 000 - Turn-Outs	1,798.59	Globe Pants/Black 2pr (Allen & Jacobs)
					001 - 522 20 38 000 - Turn-Outs	2,229.39	Globe Coats/Black 2pr (Allen & Jacobs)
					001 - 522 20 38 001 - PPE Accessories	400.58	Structural Boots 1pr - D. Verkhodomov
					001 - 522 20 38 001 - PPE Accessories	396.03	Structural Boots 1 Pr - J. Troutman
333	03/25/2020	Claims	6291	11695	MILLER'S HEATING & AIR	1,895.52	Invoice # 10917692
					001 - 522 50 40 000 - Bldg Repair & Maint	1,895.52	ST 94 - Replace Reversing Valve In Heat Pump
334	03/25/2020	Claims	6291	11696	NW NATURAL	482.47	Account # 2074612-9; Account # 1264540-4
					001 - 522 50 45 091 - Gas (St 91)	431.56	Usage 02/17/2020 - 03/17/2020
					001 - 522 50 45 095 - Gas (St 95)	50.91	Usage 02/19/2020 - 03/19/2020
335	03/25/2020	Payroll	6291	11697	OPEIU Local 11	58.30	Pay Cycle(s) 03/25/2020 To 03/25/2020 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	29.15	
					001 - 589 99 99 000 - Payroll Clearing	29.15	
336	03/25/2020	Payroll	6291	11698	TRUSTEED PLANS SERVICE CORPORATION	957.48	Pay Cycle(s) 03/10/2020 To 03/25/2020 - Disability - FF
					001 - 522 20 26 001 - FF Disability	90.05	
					001 - 522 20 26 001 - FF Disability	103.20	
					001 - 522 20 26 001 - FF Disability	94.44	
					001 - 522 20 26 001 - FF Disability	85.66	
					001 - 522 20 26 001 - FF Disability	111.96	
					001 - 522 20 26 001 - FF Disability	94.44	
					001 - 522 20 26 001 - FF Disability	111.96	
					001 - 522 20 26 001 - FF Disability	94.44	
					001 - 522 20 26 001 - FF Disability	81.28	
					001 - 522 20 26 001 - FF Disability	90.05	
337	03/25/2020	Payroll	6291	11699	WASHINGTON COUNCIL OF POLICE	50.00	Pay Cycle(s) 03/10/2020 To 03/25/2020 - WACOPS Invoice # 19092
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	
					001 - 522 20 26 001 - FF Disability	5.00	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

03/16/2020 To: 03/31/2020

Time: 11:50:41 Date: 04/02/2020
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Trans Date	Type	Acct #	Chk #	Claimant	Amount	Memo
	001 - 522 20 26 001 - FF Disability				5.00	
	001 - 522 20 26 001 - FF Disability				5.00	
	001 - 522 20 26 001 - FF Disability				5.00	
	001 - 522 20 26 001 - FF Disability				5.00	
	001 - 522 20 26 001 - FF Disability				5.00	
	001 - 522 20 26 001 - FF Disability				5.00	
	001 - 522 20 26 001 - FF Disability				5.00	
	001 - 522 20 26 001 - FF Disability				5.00	
	001 General Fund				11,033.14	
					<u>11,033.14</u>	Claims: 9,967.36
						Payroll: 1,065.78

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

03/16/2020 To: 03/31/2020

Time: 11:51:11 Date: 04/02/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
300	03/25/2020	Payroll	6291	EFT		2,940.09	
301	03/25/2020	Payroll	6291	EFT		117.88	
302	03/25/2020	Payroll	6291	EFT		2,295.42	
303	03/25/2020	Payroll	6291	EFT		2,808.16	
304	03/25/2020	Payroll	6291	EFT		603.29	
305	03/25/2020	Payroll	6291	EFT		2,045.98	
306	03/25/2020	Payroll	6291	EFT		2,583.26	
307	03/25/2020	Payroll	6291	EFT		558.38	
308	03/25/2020	Payroll	6291	EFT		722.72	
309	03/25/2020	Payroll	6291	EFT		2,138.84	
310	03/25/2020	Payroll	6291	EFT		3,270.05	
311	03/25/2020	Payroll	6291	EFT		1,393.94	
312	03/25/2020	Payroll	6291	EFT		235.77	
313	03/25/2020	Payroll	6291	EFT		235.77	
314	03/25/2020	Payroll	6291	EFT		2,043.73	
315	03/25/2020	Payroll	6291	EFT		610.28	
316	03/25/2020	Payroll	6291	EFT		235.77	
317	03/25/2020	Payroll	6291	EFT		844.29	
318	03/25/2020	Payroll	6291	EFT		226.00	
319	03/25/2020	Payroll	6291	EFT		2,808.19	
320	03/25/2020	Payroll	6291	EFT		1,014.30	
321	03/25/2020	Payroll	6291	EFT		1,840.09	
322	03/25/2020	Payroll	6291	EFT		2,928.05	
323	03/25/2020	Payroll	6291	EFT		1,837.10	
324	03/25/2020	Payroll	6291	EFT	IAFF2444	677.86	Pay Cycle(s) 03/25/2020 To 03/25/2020 - IAFF Dues
325	03/25/2020	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	12,106.95	Pay Cycle(s) 03/25/2020 To 03/25/2020 - DComp; Pay Cycle(s) 03/25/2020 To 03/25/2020 - PERS2; Pay Cycle(s) 03/25/2020 To 03/25/2020 - PERS3; Pay Cycle(s) 03/25/2020 To 03/25/2020 - LEOFF2
326	03/25/2020	Payroll	6291	EFT	IRS	7,339.66	941 Deposit for Pay Cycle(s) 03/25/2020 - 03/25/2020
327	03/25/2020	Payroll	6291	EFT	OR Department of Revenue	514.00	Pay Cycle(s) for OR Tax03/25/2020 - 03/25/2020
001 General Fund						56,975.82	
						56,975.82	Payroll: 56,975.82

Dear Editor,

We want to reach out and reassure our community members during this difficult time. All our agencies are coordinating with each other to provide you and your family with the highest level of care.

We are here for you if you need us. We are ready. We have trained for this, and have experience responding to infectious diseases and all other emergencies. Your financial support for emergency services makes this possible. And, for that, we are extremely grateful.

We must continue to do the business of a fire district in addition to responding to emergency calls. These meeting protocols have changed. Please visit our websites or social media accounts to learn how you can participate in our public meetings where we conduct business in the future.

Clark County Fire District 3 – www.fire3.org

Clark County Fire District 6 – www.ccf6.org

Clark County Fire District 10 – www.facebook.com/ClarkCoFD10/

Clark County Fire District 13 – www.clarkfire13.org/

Clark County Fire & Rescue – www.clarkfr.org/

East County Fire and Rescue – www.ecfr.us

North Country EMS – www.northcountryems.org/

Life is changing as we know it, but we will get through this crisis and emerge stronger for it. In the meantime, please stay home and reach out using modern technology to tell someone you are thinking about them.

Sincerely,

Chief Scott Sorensen, Clark County Fire District 3

Chief Kristan Maurer, Clark County Fire District 6

Chief Gordon Brooks, Clark County Fire District 10

Chief Shaun Ford, Clark County Fire District 13 & North Country EMS

Chief John Nohr, Clark County Fire & Rescue

Chief Mike Carnes, East County Fire and Rescue

Chief's Report

4-7-2020

Calls since last Commissioner meeting: **50**

EMS: **41 (12 in CWFD)**

Fire: **1 (1 in CWFD)**

Other: **8 (2 in CWFD)**

Calls YTD: 2020- **293**

Mutual and Auto aid calls into CWFD: 30%

Staff Overtime Numbers:

Budget Amount: **\$87,000.00**

Used YTD: **\$47,181.72**

% Used: **54.23%**

- Brown outs since last meeting: **0**

6 callback shifts (2-Vac, 4-Sick)
Covered by 6 OT Shifts

- Have been participating in several teleconference meetings with the Clark County Fire Chiefs, the Operation Chiefs and with the MPD's Office to stay on top of the COVID-19 response.
- Crews have been doing a very nice job in keeping themselves safe by following the response protocols set forth by the MPD's Office. CWFD's supplies ECFR with the PPE needed to protect our firefighters and our patients. The inventory of PPE is holding up so far.
- The Clark County Emergency Operations Center (EOC) is fully operational now and is organizing an avenue to order, receive and distribute through CWFD, our PPE for the duration of the COVID event.
- The County Ops Chiefs are working to secure a single source for COVID testing of our responders if it were needed. Work continues on nailing down the details and the guidelines of how that will look. ECFR does have an infectious disease policy that is updated and in place.

AC Jacobs Report

4-7-2020

March EST training scheduled for 3-23-20 was cancelled.

April DOC training scheduled 4-13-20 will be cancelled.

Production date for our new squad chassis to be determined.

As soon as we can, we are going to be holding joint training for EST and tender operators. Training will be held on the same schedule that we have been using for EST.

Tentative date for EST/ tender training 4-27-2019 depending on state directives.

The genset for station 94 is ready to go to station 94, (this is the genset removed from A93).

Safety Report

Last safety committee meeting was 1-15-2020.

The safety committee meeting scheduled for 3-24-2020 has been rescheduled to 4-23-2020 Sta. 91 7:30 PM. May be rescheduled again depending on state directives. No incidents/ accidents reported since the last board meeting.