

# **EAST COUNTY FIRE & RESCUE**

## **REGULAR BOARD OF FIRE COMMISSIONERS MEETING**

**August 4, 2020**

**Station 91**

**6:30 PM**

## **AGENDA**

**\*Held virtually due to COVID-19\***

**Dial 1-253-215-8782; Meeting ID 882 4394 4361; Password 532045**

### **CALL TO ORDER:**

Flag Salute

### **AGENDA ADJUSTMENTS:**

### **CONSENT AGENDA:**

1. Approval of July 21, 2020 Regular Board Meeting Minutes
2. Approval of July 21, 2020 Local BVFF&RO Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

### **OPEN TO PUBLIC:**

### **CORRESPONDENCE:**

### **STAFF REPORT:**

Chief Carnes

Assistant Chief Jacobs

### **VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

### **SAFETY REPORT:**

### **FIRE DISTRICT BUSINESS:**

- Purchase Request Approval – Expansion Tanks (SCBA)
  - Purchased new in 2008
  - Tanks need to be hydro tested
  - No end of life date

---

**This Meeting is Being Recorded.**

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

Page # 1 of 2

- New Squad Update
- Virtual Citizen Outreach Discussion

**COMMITTEE MEETINGS:**

- Communication with Neighboring Elected Officials
  - Camas – TBA
  - City of Washougal - TBA
- Risk Group - TBA
- Safety Committee Representative – August 27, 2020, 7:30 PM, Station 91
- Revenue Exploratory Committee - TBA
- ECAAB - TBA
- EMS/ILA Committee - TBA

**COMMISSIONER COMMENTS:**

**OPEN TO PUBLIC:**

**LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:**

**ROUND TABLE:**

Monthly Event Calendar  
Strategic Planning Meeting, August 5, 2020, 2:00 PM

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

Next Regular Board Meeting: August 18, 2020, Station 91, 6:30 PM



**EAST COUNTY FIRE & RESCUE  
 CONSENT AGENDA  
 August 4, 2020**

1. Minutes –

- July 21, 2020 Regular Board Meeting
- July 21, 2020 Local BVFF&RO Meeting

2. Invoices

- \$6,289.15
  - i. Check Nos.11831 – 11847 dated July 22, 2020

3. Approved Commissioner Stipends July 25 Pay Date

Name	For the Period July 15 – July 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
<b>Berg</b>	1	0	0	0	0	1
<b>Martin</b>	1	0	0	0	0	1
<b>Petty</b>	1	0	0	0	0	1
<b>Seeds</b>	1	0	0	0	0	1
<b>Taggart</b>	1	0	0	0	0	1

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's

- \$60,919.51 (Payroll)
- \$38.12 (Use Tax EFT)

\_\_\_\_\_  
 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***

July 21, 2020

Station 91

6:30 PM

**Draft Minutes**

**ATTENDANCE:**

Martha Martin

Mike Berg

Bob Jacobs

Mike Taggart

Joshua Seeds

Pam Jensen

Sherry Petty

Mike Carnes

**CALL TO ORDER:**

Chairperson Martha Martin called the meeting to order at 18:31 via a Zoom Meeting. The flag salute dispensed with, as there was not a flag present.

**AGENDA ADJUSTMENTS:**

None

**CONSENT AGENDA:**

1. Approval of July 7, 2020 Regular Board Meeting Minutes
2. Approval of July 8, 2020 Special Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

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

**OPEN TO PUBLIC:**

None

**CORRESPONDENCE:**

None

**STAFF REPORT:**

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

Assistant Chief Jacobs gave his report as follows:

July DOC training was postponed.

July EST training Monday, July 27, 2020, Station 93 at 7:00 PM

July Tender training date TBD

We are separating the EST/Tender training for now.

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

Nothing new to report.

**SAFETY REPORT:**

- Last Safety Committee meeting was on June 25, 2020.
- Next Safety Committee meeting is scheduled for August 27, 2020 at Station 91, 7:30 PM. No reported accidents/incidents since the last board meeting.

**FIRE DISTRICT BUSINESS:**

Surplus Vehicles

Chief Carnes informed the Board, that the District has received the check from J. Stout Auctions for the air truck.

New Squad Update

AC Jacobs updated the Board with the progress of the new squad changeover. Chief Carnes asked AC Jacobs when the expected delivery date would be. AC Jacobs said the new squad should be ready the week of August 10, 2020.

Purchase Request Approval – Expansion Tanks (SCBA)

The Board requested more information on the service records and life expectancy of the tanks.

Art Fest Letter

AC Jacobs checked the parking lot over the weekend and a no event parking sign was in place for Station 91's parking lot.

EMS Levy Update

Chief Carnes discussed the EMS Levy postcard-mailing ECFR sent out and said District resident Mr. Hofmaster called and offered to help promote the EMS Levy in any way he could.

**COMMITTEE MEETINGS:**

Communication with Neighboring Elected Officials

City of Camas – TBA

City of Washougal – TBA

Risk Group

TBA

Safety Committee Representative

To be held on August 27, 2020, 7:30 PM, Station 91

Revenue Exploratory Committee

TBA

ECAAB

TBA

EMS/ILA Committee

Will meet after the election, if it passes.

**COMMISSIONER COMMENTS:**

Commissioner Taggart asked for clarification on the payment to Johnson Controls listed in the financials.

Commissioner Berg asked if the District had no burning signage for Station 93 and commented on the no burn ban as some District residents are still burning.

**OPEN TO PUBLIC:**

AC Jacobs commented on the no burn ban and agrees with no burning signage for Station 93.

**LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:**

None

**ROUND TABLE:**

Monthly Event Calendar  
Strategic Planning Meeting, August 5, 2020, 2:00 PM

**EXECUTIVE SESSION:**

None

**ADJOURNMENT:**

Next Regular Board Meeting: August 4, 2020 Station 91, 6:30PM

**Motion by Commissioner Taggart to adjourn at 19:13 hours, seconded by Commissioner Petty.  
Motion passed unanimously.**

\_\_\_\_\_  
Martha Martin, Chairperson

\_\_\_\_\_  
Joshua Seeds, Vice Chair

\_\_\_\_\_  
Sherry Petty, Commissioner

\_\_\_\_\_  
Mike Berg, Commissioner

\_\_\_\_\_  
Michael Taggart, Commissioner

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Pam Jensen, District Secretary

# EAST COUNTY FIRE & RESCUE

## Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes  
July 21, 2020

### CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 19:12 via a Zoom meeting.

The following were in attendance:

Martha Martin  
Joshua Seeds  
Robert Jacobs

Mike Taggart  
Mike Berg  
Pam Jensen

Sherry Petty  
Mike Carnes

### BUSINESS:

None

### ADJOURNMENT:

The Local Board adjourned at 19:12

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

07/16/2020 To: 07/31/2020

Time: 09:22:58 Date: 07/29/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
739	07/22/2020	Claims	6291	11831	BI-MART CORPORATION	6.48	Invoice # 378566100
					001 - 522 20 31 000 - Food and Water	6.48	Bottled Water
740	07/22/2020	Claims	6291	11832	CAMAS POWER EQUIPMENT	526.93	Statement 394504
					001 - 522 20 36 000 - Diesel / Gas	133.33	Invoice # 8460 - Motomix For Small Engine Operation
					001 - 522 20 36 000 - Diesel / Gas	133.33	Invoice # 8415 - Motomix For Small Engine Operation
					001 - 522 60 43 000 - Small Engine Repair	253.01	Invoice # 8432 - Carbide Tipped Chains (3qty) For The Rescue Saws On E91 And E94
					001 - 522 60 43 000 - Small Engine Repair	7.26	Invoice # 8396 - Repair Parts For Small Engines
741	07/22/2020	Claims	6291	11833	CDW Government	413.26	Invoice # ZJK3845
					001 - 522 10 33 000 - Computer/Software/Supplies	413.26	Microsoft Office Pro License/Software For New Laptop Computer
742	07/22/2020	Claims	6291	11834	CHEM-CLEAN	252.00	Order # 37934
					001 - 522 50 40 000 - Bldg Repair & Maint	252.00	ST 91 Carpet Cleaning (Training Room)
743	07/22/2020	Claims	6291	11835	CLARK COUNTY RISK MGMT GROUP	497.64	ECFR Portion Invoice # 2020-10
					001 - 522 10 41 000 - State Audit Costs	497.64	ECFR Share Of Risk Group's State Audit Costs
744	07/22/2020	Claims	6291	11836	CLARK PUBLIC UTILITIES	927.07	Account # 7200-239-7; Account # 7200-401-3; Account # 7177-363-4
					001 - 522 50 43 091 - Electrical Service (St 91)	495.87	Usage 06/05/2020 - 07/08/2020
					001 - 522 50 43 093 - Electrical & Htg (St 93)	141.32	Usage 06/05/2020 - 07/08/2020
					001 - 522 50 43 094 - Electric & Heating (St 94)	289.88	Usage 06/05/2020 - 07/08/2020
745	07/22/2020	Claims	6291	11837	DIANE RICHARDSON	45.00	Invoice # 390352
					001 - 522 20 25 001 - FF Uniforms	45.00	Sew On Uniform Patches - Davis, Harrington & Webster
746	07/22/2020	Claims	6291	11838	GENERAL FIRE APPARATUS, INC	197.36	Invoice # 11806
					001 - 522 60 48 014 - E94 (1014)	197.36	HME Cab Door Nader Pin 1qty
747	07/22/2020	Claims	6291	11839	IAFC	260.00	Invoice # 000065578
					001 - 522 20 44 001 - Dues/Memberships	260.00	Membership Dues 09/01/2020 - 08/31/2021
748	07/22/2020	Claims	6291	11840	LIFE-ASSIST, INC	904.85	Invoice # 1015290; Invoice # 1016295
					001 - 522 20 32 002 - Equipment	852.18	S-Scort Suction Unit (RE: Walmart Grant)
					001 - 522 20 32 002 - Equipment	52.67	S-Scort AC/DC Converter For Suction Unit (RE: Walmart Grant)
749	07/22/2020	Claims	6291	11841	NI GOVERNMENT SERVICES, INC	30.28	Invoice # 20062952081
					001 - 522 20 41 001 - Satellite Phone	30.28	June Satellite Phone
750	07/22/2020	Claims	6291	11842	PACIFIC TRUCK & TRAILER SERVICE, INC	593.98	Invoice # 2020-31548 - ST 95
					001 - 522 60 47 001 - Emergency Generators Repair	593.98	ST 95 - Service Genset, Replace Bad Battery, Change Oil And Filters
751	07/22/2020	Claims	6291	11843	ALLAN PUDLITZKE	150.00	Invoice # 169
					001 - 522 10 40 001 - Computer/Website Mtce & R	150.00	Q3 Website Maintenance
752	07/22/2020	Claims	6291	11844	URGENT MEDICAL CENTER	410.00	Statement # 12891



# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

07/16/2020 To: 07/31/2020

Time: 09:22:58 Date: 07/29/2020  
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 10 43 000		Medical/Drug Screen/Vaccina	226.00	Preplacement, TB, Drug Screen, Respirator Clearance & Retest TB (J. Davis)
			001 - 522 10 43 000		Medical/Drug Screen/Vaccina	184.00	Preplacement, Drug Screen & Spirometry (D. Gustafson)
<b>753</b>	<b>07/22/2020</b>	<b>Claims</b>	<b>6291</b>	<b>11845</b>	<b>WASHOUGAL HARDWARE</b>	<b>58.52</b>	<b>Account # 500331</b>
			001 - 522 20 34 000		Bldg Supplies/Facility Misc	43.35	Invoice #B96832 Commercial Garden Hose For Station 94; 1qty
			001 - 522 60 48 914		T94 (914)	15.17	Invoice # A347823 New Plug For T94 Shoreline Plug
<b>754</b>	<b>07/22/2020</b>	<b>Payroll</b>	<b>6291</b>	<b>11846</b>	<b>OPEIU Local 11</b>	<b>58.30</b>	<b>Pay Cycle(s) 07/25/2020 To 07/25/2020 - OPEIU Dues</b>
			001 - 589 99 99 000		Payroll Clearing	29.15	
			001 - 589 99 99 000		Payroll Clearing	29.15	
<b>755</b>	<b>07/22/2020</b>	<b>Payroll</b>	<b>6291</b>	<b>11847</b>	<b>TRUSTEED PLANS SERVICE CORPORATION</b>	<b>957.48</b>	<b>Pay Cycle(s) 07/10/2020 To 07/25/2020 - Disability - FF</b>
			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	
			001 General Fund			6,289.15	
						6,289.15	Claims: 5,273.37
						6,289.15	Payroll: 1,015.78

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

07/16/2020 To: 07/31/2020

Time: 09:24:56 Date: 07/29/2020  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
710	07/20/2020	Claims	6291	EFT	STATE OF WASHINGTON DEPARTMENT OF REVENUE	38.12	Written From Use Tax Report
711	07/25/2020	Payroll	6291	EFT		3,245.74	
712	07/25/2020	Payroll	6291	EFT		331.08	
713	07/25/2020	Payroll	6291	EFT		2,297.32	
714	07/25/2020	Payroll	6291	EFT		3,175.80	
715	07/25/2020	Payroll	6291	EFT		1,061.08	
716	07/25/2020	Payroll	6291	EFT		1,039.12	
717	07/25/2020	Payroll	6291	EFT		2,315.29	
718	07/25/2020	Payroll	6291	EFT		2,674.82	
719	07/25/2020	Payroll	6291	EFT		797.63	
720	07/25/2020	Payroll	6291	EFT		2,155.39	
721	07/25/2020	Payroll	6291	EFT		2,475.22	
722	07/25/2020	Payroll	6291	EFT		1,657.32	
723	07/25/2020	Payroll	6291	EFT		353.65	
724	07/25/2020	Payroll	6291	EFT		235.77	
725	07/25/2020	Payroll	6291	EFT		3,304.12	
726	07/25/2020	Payroll	6291	EFT		553.20	
727	07/25/2020	Payroll	6291	EFT		235.77	
728	07/25/2020	Payroll	6291	EFT		660.88	
729	07/25/2020	Payroll	6291	EFT		226.00	
730	07/25/2020	Payroll	6291	EFT		2,265.01	
731	07/25/2020	Payroll	6291	EFT		898.58	
732	07/25/2020	Payroll	6291	EFT		1,847.48	
733	07/25/2020	Payroll	6291	EFT		2,588.89	
734	07/25/2020	Payroll	6291	EFT		3,148.16	
735	07/25/2020	Payroll	6291	EFT	IAFF2444	677.86	Pay Cycle(s) 07/25/2020 To 07/25/2020 - IAFF Dues
736	07/25/2020	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	11,647.97	Pay Cycle(s) 07/25/2020 To 07/25/2020 - DComp; Pay Cycle(s) 07/25/2020 To 07/25/2020 - PERS2; Pay Cycle(s) 07/25/2020 To 07/25/2020 - PERS3; Pay Cycle(s) 07/25/2020 To 07/25/2020 - LEOFF2
737	07/25/2020	Payroll	6291	EFT	IRS	8,477.36	941 Deposit for Pay Cycle(s) 07/25/2020 - 07/25/2020
738	07/25/2020	Payroll	6291	EFT	OR Department of Revenue	573.00	Pay Cycle(s) for OR Tax07/25/2020 - 07/25/2020
001 General Fund						60,957.63	
						60,957.63	Claims: 38.12 Payroll: 60,919.51

# Chief's Report

8-4-2020

Calls since last Commissioner meeting, 54

EMS: 38

Fire: 2

Other: 14

Calls YTD: 2020- 633

Mutual and Auto aid 30%      Year to date 24%, 151 calls

## Staff Overtime Numbers:

Budget Amount: \$87,000.00

Used YTD:      \$74,831.76

% Used:      86.01%

- Brown outs since last meeting: 0

8 callback shifts (1-Sick, 5-Vac, 2-state mobe)  
Covered by 8 OT Shifts

- ECFR crews responded to a water rescue call on the Washougal River Road at milepost 7 on Saturday, July 25. Update from dispatch was that we were responding to a drowning, crew's from CWFD and Vancouver TRT assisted in the rescue.
- I have been working with CRESA to update ECFR's response plans. We are looking at setting the response plans to dispatch our squads for all EMS calls. We hope to have the work completed by September 1. We will need to review and update all the different call types before making any changes to the response plans.
- The District purchased some no burning signs and set them up at Station 93 as recommended by the Board.
- Firefighter John Prasch is on state mobe for a wildland fire up in Okanogan County. He will return to the district the first week of August.

## AC Jacobs Report

8-4-2020

DOC training postponed until Clark County I in phase 3.

July EST training was 7-27-2020

Tender training date TBD

We are separating the EST/tender training for now.

August EST training 8-24-2020 Sta.93 7 PM.

### Safety Report

Last safety committee meeting was 6-25-2020.

Next safety committee meeting will be 8-27-2020 Sta. 91  
7:30 PM.

No reported accidents/incidents since your last board meeting.

# **EAST COUNTY** *Fire and Rescue*

## **PURCHASING REQUEST FORM**

**REQUESTED ITEM(S):** Cascade system expansion tanks with storage rack

**BRAND/MODEL/VENDOR/PART NUMBER:** Mako brand; Surplus through Annas Consulting

**APPARATUS / STATION NUMBER:** 91

**ESTIMATED COST OF REQUESTED ITEM:** \$9000

**EXPLAIN THE NEED FOR REQUESTED ITEM:** Available at greatly reduced cost currently. Allows expanded capacity of current cascade system and will be necessary when SCBAs are up-Graded in the future.

**PERSON REQUESTING THE PURCHASE:** John Prasch

**DATE:** 07/09/2020

**BUDGET CODING:** SUB \_\_\_\_\_ ELE \_\_\_\_\_ OBJ \_\_\_\_\_ ID \_\_\_\_\_

**DATE NEEDED BY:** ASAP

DO NOT WRITE BELOW THIS LINE

**AUTHORIZATION FOR PURCHASE:** \_\_\_\_\_

AUTHORIZED SIGNATURE

**DATE ORDERED:** \_\_\_\_\_

**VENDOR:** \_\_\_\_\_

**TOTAL COST:** \_\_\_\_\_

**PAYMENT METHOD:** VISA  M/C  NET 30  P/C

**COMMENTS:**

Aug 2020 - East County Fire & Rescue

Sun	Mon	Tue	Wed	Thur	Fri	Sat
						Aug 1 B SHIFT
2 C SHIFT	3 A SHIFT	4 B SHIFT	5 C SHIFT	6 A SHIFT	7 B SHIFT	8 C SHIFT
		Events Commissioner Meeting 18:30 - 21:00 Station 91	Events Strategic Planning Meetin. 14:00 - 16:00 Station 91			
9 A SHIFT	10 B SHIFT	11 C SHIFT	12 A SHIFT	13 B SHIFT	14 C SHIFT	15 A SHIFT
16 B SHIFT	17 C SHIFT	18 A SHIFT	19 B SHIFT	20 C SHIFT	21 A SHIFT	22 B SHIFT
		Events Commissioner Meeting 18:30 - 21:00 Station 91				
23 C SHIFT	24 A SHIFT	25 B SHIFT	26 C SHIFT	27 A SHIFT	28 B SHIFT	29 C SHIFT
30 A SHIFT	31 B SHIFT					

\* Indicates time starts on following calendar day

\* Events and Time Off follow default Split Time of Day of 07:00