

# **EAST COUNTY FIRE & RESCUE**

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

**February 2, 2016**

**Station 91**

**7 PM**

### **AGENDA**

#### **CALL TO ORDER:**

Flag Salute

#### **GUESTS:**

#### **AGENDA ADJUSTMENTS:**

#### **CONSENT AGENDA:**

1. Approval of January 5, 2016 Regular Board Meeting Amended Minutes
2. Approval of January 19, 2016 Regular Board Meeting Minutes
3. Approval of January 19, 2016 Local BVFF&RO Meeting Minutes
4. Approval of February 2, 2016 Financial Statement
5. Excuse Absent Commissioner(s):

#### **OPEN TO PUBLIC:**

#### **CORRESPONDENCE:**

Letter from the Washington Surveying and Rating Bureau

#### **STAFF REPORT:**

Assistant Chief Jacobs

Interim Administrative Chief Gillespie

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

#### **SAFETY REPORT:**

#### **FIRE DISTRICT BUSINESS:**

Executive Search Committee

Fire District Planning Group

Standard of Cover

Improvement to the District Website

Consider the sale of Station 96

Proposed WFCOA training in March

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**This Meeting is Being Recorded.**

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

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(See Reverse)

**OPEN TO PUBLIC:**

**COMMISSIONER COMMENTS:**

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

**ROUND TABLE:**

**EXECUTIVE SESSION:**

RCW 42.30.110(1)(c) to consider the sale of real estate.

**ADJOURNMENT:**

Next Regular Board Meeting: February 16, 2016, Station 91, 7 PM

***EAST COUNTY FIRE & RESCUE***  
***REGULAR BOARD OF FIRE COMMISSIONERS MEETING***

January 5, 2016, 2015

Station 91

7 PM

**Draft Minutes**

**ATTENDANCE:**

Martha Martin  
Sherry Petty  
Tad Crum  
Al Gillespie  
Michelle McDermott

Mike Berg  
Tom Gianatasio  
Richard Hamby  
Mike Carnes

Mike Taggart  
Robert Jacobs  
Paula Knapp  
Kacie Jones

**CALL TO ORDER:** 19:00 PM

Flag Salute

**OATH OF OFFICE:**

Commissioners Taggart, Gianatasio, Petty and Berg recited the oath of office.

**GUESTS:**

None

**AGENDA ADJUSTMENTS:**

None

**CONSENT AGENDA:**

1. Approval of December 15, 2015 Regular Board Meeting Minutes
2. Approval of December 15, 2015 Local BVFF&RO Meeting Minutes
3. Approval of January 5, 2015 Financial Report
4. Excuse Absent Commissioner(s):

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

**OPEN TO PUBLIC:**

No Comments

**CORRESPONDENCE:**

None

**STAFF REPORT:**

Assistant Chief Jacobs read his report; a copy is in the packet. AC Jacobs briefly covered cost for a replacement engine that is comparable to E91. Chief Gillespie read his report, Commissioner Martin asked that it be included in the minutes. Chief Gillespie described a Standard of Coverage report that he intends to implement prior to the next meeting.

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

Nothing

**SAFETY REPORT:**

Chief Jacobs stated the next safety meeting will be on 1/27/2016, 19:30 at Station 91. There were no accidents/incidents since the last meeting.

**FIRE DISTRICT BUSINESS:**

Executive Search Committee:

Commissioner Taggart stated that ESCI had told him that there were two inquiries before the holidays, but they did not have an updated total to give him. Commissioner Taggart will let everyone know as soon as they provide more information.

Fire District Planning Group:

A meeting to continue discussions and planning was scheduled for January 14<sup>th</sup>, 08:00 at station 91.

Consider Resolution #205-01052016: Regular Meeting Schedule:

The Commissioners reviewed the proposed schedule of dates and times for regular board meetings. Meetings were scheduled continue to be the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month at 19:00. **Motion by Commissioner Gianatasio to adopt** the resolution, seconded by Berg. **Motion passed** unanimously.

Review 2015 Mobilization Revenue:

Discussion was tabled until a more thorough report from Captain Long is made available.

Review Status and discuss options for station 96:

The board intends to cover this in Executive Session.

Proposed WFCFA training in March:

Commissioner Martin shared that she had spoken briefly with Brian Snure about possibly having Mr. Snure attend station 91 and present a seminar, as opposed to incurring the expense associated with travel and lodging to attend a seminar. The board agreed to pursue this possibility more in depth and discuss it when more information is available.

**OPEN TO PUBLIC:**

No Comments

**COMMISSIONER COMMENTS:**

Commissioner Berg thanked the staff for being safe and conscientious with the terrible road conditions we have had. Commissioners Martin and Gianatasio have a meeting scheduled with Mayor Higgins and Councilman Anderson on January 14<sup>th</sup> in the Mayor's office in an effort to continue discussions with elected officials in Camas. Commissioner Martin and Commissioner Taggart will collaborate to present conference information.

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

Nothing

**ROUND TABLE:**

Assistant Chief Jacobs advised that the C.A.R.O.L. program went well, despite low participation. Approximately 124 families were served.

**EXECUTIVE SESSION:**

RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

RCW 42.30.110(1)(c) to consider the sale of real estate, and RCW 42.30.140 relating to collective bargaining issues and negotiations.

The Board went into executive session at 19:50. Anticipated return of 20:30.

A 15 minute extension was declared at 20:29.

The board reconvened at 20:47

Motion by Commissioner Berg to set an agenda item to consider the sale of station 96. Seconded by Taggart. Motion passed unanimously. By consensus, the board moves to table the proposed contract of the administrative specialist.

**Motion by Commissioner Gianatasio to adjourn, second by Petty; Motion passed.**

**ADJOURNMENT: 20:49**

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

\_\_\_\_\_  
Mike Taggart, Vice Chair

\_\_\_\_\_  
Tom Gianatasio, Commissioner

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

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

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Kacie Jones, District Secretary

***EAST COUNTY FIRE & RESCUE***  
***REGULAR BOARD OF FIRE COMMISSIONERS MEETING***

**January 19, 2016, 2015**

**Station 91**

**7 PM**

**Draft Minutes**

**ATTENDANCE:**

Martha Martin  
Sherry Petty  
Tad Crum  
Al Gillespie  
Mary Selfridge

Mike Berg  
Tom Gianatasio  
Richard Hamby  
Mike Carnes

Mike Taggart  
Robert Jacobs  
Jhimye Jones  
Kacie Jones

**CALL TO ORDER: 19:00 PM**

Flag Salute

**GUESTS:**

None

**AGENDA ADJUSTMENTS:**

Commissioner Taggart would like the minutes from the previous meeting to better reflect his statements regarding the executive search.

**CONSENT AGENDA:**

1. Approval of December 15, 2015 Regular Board Meeting Minutes
2. Approval of December 15, 2015 Local BVFF&RO Meeting Minutes
3. Approval of January 5, 2015 Financial Report
4. Excuse Absent Commissioner(s):

**Motion by Commissioner** Taggart to approve the consent agenda with the amendment, second by Gianatasio. **Motion passed** unanimously.

**OPEN TO PUBLIC:**

No Comments

**CORRESPONDENCE:**

None

**STAFF REPORT:**

Assistant Chief Jacobs and Chief Gillespie read their reports; copies are in the packet.

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

Nothing

**SAFETY REPORT:**

Chief Jacobs stated the next safety meeting will be on 1/27/2016, 19:30 at Station 91. There were no accidents/incidents since the last meeting.

**FIRE DISTRICT BUSINESS:**

Executive Search Committee:

Commissioner Taggart announced that ESCI has 9 total applicants, and reviewed the tentative timeline provided by ESCI. The board discussed potential meetings and coordinating dates for reviewing qualified candidates.

Fire District Planning Group:

Chief Gillespie gave an overview of the meeting held on January 14<sup>th</sup>. Commissioner Martin advised that the meetings are public and recorded, should anyone want to participate or review. Another meeting has been scheduled for February 10<sup>th</sup> at 08:00 at Station 91.

Review 2015 Mobilization Revenue:

Chief Gillespie advised that the current report has not changed since the last meeting, and a much more in depth report was presented by Captain Long at the Fire District Planning Group. Commissioner Berg shared his thought process in regards to mobilizations and suggested that ECFR take a year off from mobilizations. Commissioner Gianatasio discussed risk vs. gain and equipment wear and agrees that ECFR should take a year off. Commissioner Petty said her stance mirrors Commissioner Gianatasio, and she has concerns. Commissioner Taggart asked if mobilizations could be limited by distance. **Motion by Commissioner Berg** to suspend mobilizations for one year by Commissioner Berg, second by Gianatasio. **Motion Passed.**

Review Status and discuss options for station 96:

The board intends to cover this in Executive Session.

Proposed WFCFA training in March:

Commissioner Martin read correspondence from Mr. Snure regarding his fees to travel to ECFR and present a workshop at Station 91. The board discussed cost comparison and inviting other districts to help offset the cost. **Motion by Commissioner Martin** to move forward with hosting the seminar at ECFR, second by Gianatasio. **Motion Passed.**

Adopt Part Time Candidate List:

Chief Gillespie said he had interviewed and approved these candidates. **Motion by Commissioner Berg** to adopt the list, second by Gianatasio. **Motion Passed.**

Consider Hiring New Part-Time Employees:

Chief Gillespie outlined the department's current overtime expenditure and recommended that we hire 3 part time employees to fill current vacancies. Commissioner Petty asked Chief if he expected hiring to alleviate brownouts at station 94, which he affirmed. Captain Troutman explained how the vacancies are affecting coverage and what leads to brownouts at 94. AC Jacobs shared how the proposed staffing should alleviate pressure on the volunteer staff, who have been covering as much as possible. Commissioner Berg asked if lack of shift coverage could be tracked year over year to determine trends. Commissioner Martin suggested that the board could use a projection of sustainability. **Motion by Commissioner Berg** to hire three part time employees, second by Taggart. **Motion Passed.**

Standard of Cover Report:

Chief Gillespie thanked Captain Troutman for his collaboration on this report, gave a brief overview and encouraged the board to review it and consider adopting it.

OPEN TO PUBLIC:

No Comments

COMMISSIONER COMMENTS:

Commissioner Gianatasio Gave an overview of a meeting that he and Commissioner Martin had with the Mayor of Camas. Commissioner Taggart asked if any more data had been gathered on topics previously covered in the last public meeting regarding annexations and responses. Commissioner Berg attended a Safety Committee meeting and gave an overview of this first meeting.

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

Nothing

ROUND TABLE:

Nothing.

EXECUTIVE SESSION:

RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

RCW 42.30.110(1)(c) to consider the sale of real estate, and RCW 42.30.140 relating to collective bargaining issues and negotiations.

The Board went into executive session at 20:26. Anticipated return of 21:00.

The board reconvened at 21:00

The board takes no action on a proposed contract. Based on discussions with the attorney, the board will wait to hear from the collective bargaining representative. **Motion by Commissioner Taggart to sell Station 96, seconded by Gianatasio. Motion Passed.**

**Motion by Commissioner Petty to adjourn, second by Gianatasio; Motion passed.**

ADJOURNMENT:      21:04



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

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Mike Taggart, Vice Chair

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Tom Gianatasio, Commissioner

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

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

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Kacie Jones, District Secretary

# EAST COUNTY FIRE & RESCUE

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

Draft Minutes  
January 19, 2016

### CALL TO ORDER:

The meeting was called to order by Chairperson Martha Martin at 8:58 PM at Station 91.

The following were in attendance:

Martha Martin

Tom Gianatasio

Bob Jacobs

Mike Carnes

Mike Berg

Mike Taggart

Tad Crum

Al Gillespie

Sherry Petty

Kacie Jones

Richard Hamby

Mary Selfridge

### BUSINESS:

There is no business tonight.

### ADJOURNMENT:

The Local Board adjourned at 8:59 PM.

Respectfully Submitted,

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**Tom Gianatasio**, Commissioner,  
Sherry Petty, Alternate

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**Tad Crum**, FF's Assoc. Liaison  
Paula Knapp, FF's Assoc. Liaison Alternate

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**Kacie Jones**, District Secretary  
Bob Jacobs, Alternate

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**Martha Martin**, Chairperson  
Mike Taggart, Alternate

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**Bob Jacobs**, Chief's Rep.

**DISTRICT SEAL:**

## Financial Data

### Balance Summary

February 2, 2016

Balances reflect as of close of business 01/13/2016

December 2016 Allocation Rate 0.659%

Fund	Fund Name	Cash	Investment at Cost	Encumbered	Balance
6291	East County Fire & Rescue		\$ 947,432.76	\$45,422.27	\$ 947,432.82
6291-1	New Tender FD 9		\$ 298,832.76		\$ 298,832.76
6291-2	Capital Facility		\$ 20,908.02		\$ 20,908.02
6291-3	Leave Accrual		\$ 42,408.73		\$ 42,408.73
6291-4	Safer Grant Year 3		\$ -		\$ -
6291-5	Plans Trailer Copier		\$ 2,023.08		\$ 2,023.08
6248	Fire District 9 GO Bond Fund				\$ -
6292	Fire District 9 Capital Fund				\$ -
<b>Transmittals</b>	<b>TOTALS</b>	<b>\$0.00</b>	<b>\$ 1,311,605.35</b>	<b>\$45,422.27</b>	<b>\$ 1,311,605.41</b>
TR2015 ECFR	January 28, 2016	\$ 116.32			Payroll Costs for SM2 \$52,618.72
TR2016 ECFR	January 28, 2016	\$ 14,269.68			
TR2016 ECFR	January 26, 2016	\$ 1,484.49			
TR2016 ECFR	February 2, 2016	\$ 29,551.78			
TR2016 ECFR					
TR2016 ECFR					
TR2016 ECFR					
TR2016 ECFR					

\*Previously paid transmittals submitted and paid per Resolution #177-03182014

January 19, 2016

Fire Chief Scott Koehler  
Clark County F.P.D. 9  
600 NE 267th Ave  
Camas, Wa 98607

Chief Koehler:

The Washington Surveying & Rating Bureau (WSRB), a not-for-profit public service organization, evaluates the fire defenses of every community in Washington as part of its Protection Class (PC) evaluation program. Our evaluation criteria are on file with the State Office of the Insurance Commissioner and incorporate many nationally recognized standards, such as those developed by NFPA and AWWA.

I am sending this letter to initiate the process of updating the PC for your community. It has been several years since our last evaluation and we would like to update our records. This process will involve a visit from a WSRB Field Representative to gather information and review records. We would like to conduct this visit in the next few months.

If you have a specific time frame in which our visit would work better of you and your department please contact me at the phone number or email address below. Otherwise, I will be contacting you in the coming months to answer any questions, help you and your staff prepare for our visit and to set up an on-site visit. The information you provide will help us determine the best possible Protection Class (PC) for your community.

Thank you for your cooperation in this matter. Should you have any questions, please feel free to contact me.

Sincerely,



Eric Cunningham  
Public Protection Field Representative  
Seattle Office 206.273.7183  
[eric.cunningham@wsrb.com](mailto:eric.cunningham@wsrb.com)

cc: Board of Commissioners

## AC Jacobs Report

2-2-2016

January EST training was Wed. Jan. 13<sup>th</sup> CPR. Sta. 91 7 PM.

January ACC/EOC training was Jan. 12<sup>th</sup> Sta. 91 7 PM.  
Ares-Races system test. The test went very well,  
Commissioner Taggart attended. Identified some minor  
issues to work out.

February ACC/EOC training 2-9-2016 Sta. 91 7PM.

February EST training 2-22-2016 Sta. 93 7PM.

### Safety Report

Safety Committee meeting was held 1-27-16

Next safety committee meeting, 3-24-16 Sta. 91 7:30 PM.

One reported accident since the last board meeting, back  
injury while helping lift a patient.

We need to install additional exhaust ducting in the truck  
bay at sta. 94

## Replacement Engine Specifications

In the past our specifications have required larger than standard brakes, greater than standard horsepower, and larger than standard water capacity. The brake and horsepower specifications are needed due to the very hilly terrain in our district, the extra water capacity is needed to provide water until tenders arrive.

There are always stock units on the market, sometimes at lower prices than we would pay for an engine built to our specifications, however purchasing an engine that doesn't meet our needs may create safety and response time issues.

Current price for an engine comparable to our current E91 is approximately \$425,000. Using a standard chassis, International, Freightliner, etc. could save us approximately \$25,000 to \$35,000 however the standard chassis are not designed to handle the added electrical loads required for a fire engine, they are fine for a tender or wildland engine that does not have as much electrical load.

Some pricing examples are attached from the company that has been the low bidder for our newest two engines and our newest two tenders.

# Staff Report

Submitted by  
Interim Executive Fire Chief  
02 February 2016  
19 January through 01 February 2016

## Operations

- 39 Incidents since last Board meeting
  - 25 EMS
  - 4 Good intent, no incident found or Cancelled In Route
  - 6 MVA's
  - 2 Public Service
  - 2 Vehicle fires
  
- Year to Date: All calls 74
  - All Fire Calls
    - 3
  - Overpressure, Rupture, Explosion, Overheat
    - 0
  - EMS Calls excluding MVA
    - 44
  - MVA with or without injury
    - 13
  - Rescue, EMS Standby, High Angle Rescue or Extrication
    - 0
  - Electrical
    - 0
  - MVA Cleanup or Hazardous Condition
    - 0
  - Public Service, Assist Invalid, Police Matter, Unauthorized burning or Lockout
    - 3
  - Good Intent, Cancelled Enroute, No Incident Found, Smoke Scare, Authorized Controlled Burn, Steam Vapor, Fog or Dust Thought to be Smoke
    - 10
  - Smoke Detector unintentional, False Alarm or Call, Alarm System Malfunction
    - 1
  - Flood assist, Citizen Compliant, or Special type of incident
    - 0

## Brownouts at Station 94:

- There were no brownouts during this time (except for a brief one-hour period)

## Overtime:

- Due to the timing of this meeting the overtime will be included in the next report.

## **Report for the 02 February 2016**

### **Commissioners' Meeting**

Good evening Honorable Chairperson and Members of the Board,

During the last month serving as your Interim Executive Fire Chief we have made significant progress on several areas.

We had a special meeting workshop on Thursday 14 January and discussed a number of important topics. Two topics were updated for the Commission, the air rig and opportunities associated with it and the generator issue at Station 94 and are awaiting a report on these issues.

In addition we discussed streamlining our current stations and fleet. All requested actions by the Commission have begun.

The Commission voted to sell Station 96. They also voted to suspend the Mobilization response from the District for 2016.

The ESCI team has been in contact with Commissioners Taggart and Petty with their progress.

We have the Standard of Coverage for your review and possible adoption. And we have an upcoming Planning Session scheduled for 10 February.