## **EAST COUNTY FIRE & RESCUE**

### REGULAR BOARD OF FIRE COMMISSIONERS MEETING

February 4, 2020 Station 91 6:30 PM

## **AGENDA**

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

Flag Salute

#### **AGENDA ADJUSTMENTS:**

#### **CONSENT AGENDA:**

- 1. Approval of January 21, 2020 Regular Board Meeting Minutes
- 2. Approval of January 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:**

- o Update on Surplus Vehicles
- o Station 95

#### **COMMITTEE MEETINGS:**

- O Communication with Neighboring Elected Officials
  - o Camas TBA
  - o City of Washougal TBA

This Meeting is Being Recorded.

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

Page # 1 of 2

- o Risk Group TBA
- o Safety Committee Representative March 24, 2020, 7:30 PM, Station 91
- o Revenue Exploratory Committee TBA
- o ECAAB TBA

#### **COMMISSIONER COMMENTS:**

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

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

#### **ROUND TABLE:**

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

#### **EXECUTIVE SESSION:**

RCW 42.30.110(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.

#### **ADJOURNMENT:**

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



## EAST COUNTY FIRE & RESCUE CONSENT AGENDA February 4, 2020

- 1. Minutes -
  - January 21, 2020 Regular Board Meeting
  - January 21, 2020 Local BVFF&RO Meeting
- 2. Invoices
  - \$41,902.34
    - i. Check Nos.11600 11619 dated January 23, 2020
- 3. Approved Commissioner Stipends February 10 Pay Date

For the Period January 16 - January 31								
Name	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	Total		
Berg	1	0	0	0	0	1		
Martin	1	0	0	0	1	2		
Petty	1	0	0	0	0	1		
Seeds	1	0	0	0	1	2		
Taggart	1	0	0	0	0	1		

- 4. Voided/Destroyed Claims/Payroll Warrants
  None
- 5. Payroll/Benefits/EFT's
  - \$57,864.64 (Payroll)
  - \$32.07 (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

January 21, 2020 Station 91 6:30 PM

## **Draft Minutes**

#### ATTENDANCE:

Martha Martin
Mike Berg
Bob Jacobs
Adam Webster
Denis Verkholomov

Mike Taggart Joshua Seeds Pam Jensen Danny Burch Suzanna Verkholomov

Mike Carnes John Prasch John Spencer Anastasia Budey Kseniya Verkholomov

Sherry Petty

Amelia Budey

Jasmine Budey

#### CALL TO ORDER:

The meeting was called to order by Chairperson Martha Martin at 18:30 at Station 91. Flag Salute was led by Commissioner Mike Berg.

#### **FULL TIME FIREFIGHTER OATH**

Denis Verkholomov took the Full Time Firefighter Oath.

#### **AGENDA ADJUSTMENTS:**

None

#### **CONSENT AGENDA:**

Approval of January 7, 2020 Regular Board Meeting Minutes Approval of January 7, 2020 Local BVFF&RO Meeting Minutes Approval of January 8, 2020 Special Meeting Minutes Approval of Financial Transactions Excuse Absent Commissioner(s):

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

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

No Comments

#### **CORRESPONDENCE:**

None

#### **STAFF REPORT:**

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

Assistant Chief Jacobs gave his report as follows: January DOC training was Monday, January 13, 2020, Station 91 at 7:00 PM January EST training Monday, January 27, 2020, Station 93 at 7:00 PM February DOC training Monday, February 3, 2020, Station 91 at 7:00 PM, one week earlier than normal, I will be out of town on the normal meeting date.

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

Nothing new to report.

#### SAFETY REPORT:

- Last Safety Committee meeting was on January 15, 2020.
- Next Safety Committee meeting is scheduled for March 24, 2020 at Station 91,
   7:30 PM. No reported accidents/incidents since the last board meeting.
   Assistant Chief Jacobs stated he was unaware of the broken chain incident until today.

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

Update on Surplus Vehicle

Still working on removing the decals.

#### Station 95

Attorney Brian Snure drafted a letter to Ryan Dickson and Katie Kemp, the property owners to the west of Station 95. The purpose of the letter is to urge the property owners to sign the Quit Claim Deed that will allow the district to move forward with the sale of Station 95. Chief Carnes presented the letter to the Board. The Board reviewed the letter and agreed to have Attorney Brian Snure send the letter to the property owners.

#### **COMMITTEE MEETINGS:**

Communication with Neighboring Elected Officials

City of Camas - To be held on Monday, January 27, 2020, Station 91, 3:00 PM.

City of Washougal - TBA

Risk Group

TBA

Safety Committee Representative

To be held on March 24, 2020, 7:30 PM, Station 91

Revenue Exploratory Committee

**TBA** 

**ECAAB** 

TBA

#### **COMMISSIONER COMMENTS:**

Chairperson Martin asked the Board and the Fire Chief if they have had a chance to review the 2019 State of the District letter and to advise of any edits needed.

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

No Comments

LOCAL BOARD FOR VOLUNTEER F/F & None	RESERVE OFFICERS:
ROUND TABLE: Monthly Event Calendar Strategic Planning Meeting, February 5, 2020, 2	2:00 PM
EXECUTIVE SESSION: RCW 42.30.140 (4) (a) Relating to collective ba	argaining issues and negotiations.
The board went into executive session at 18:56 to The board reconvened at 19:05	for 5 minutes.
Motion by Commissioner Taggart to approve Commissioner Seeds. Motion passed unanimo	
Motion by Commissioner Seeds to approve the CBA, seconded by Commissioner Taggart. M	e OPEIU Memorandum of Agreement for 2020 – 2022 otion passed unanimously.
ADJOURNMENT: Next Regular Board Meeting: February 4, 2020  Motion by Commissioner Petty to adjourn at 1 passed unanimously.	Station 91, 6:30PM 9:07 hours, seconded by Commissioner Seeds. Motion
Martha Martin, Chairperson	Joshua Seeds, Vice Chair
Sherry Petty, Commissioner	Mile Dave Constitution
Sherry Petty, Commissioner	Mike Berg, Commissioner
Michael Taggart, Commissioner	
ATTEST:	DISTRICT SEAL:
Pam Jensen, District Secretary	
	2

# EAST COUNTY FIRE & RESCUE

# Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes January 21, 2020

CALL TO ORDER:		
The meeting was called to order by Ch	airperson Martha Martin at 18:5.	5 at Station 91.
The following were in attendance: Martha Martin Joshua Seeds Robert Jacobs	Mike Taggart Mike Berg Pam Jensen	Sherry Petty Mike Carnes John Spencer
BUSINESS: None		
ADJOURNMENT:		
The Local Board adjourned at 18:55		
Respectfully Submitted,		
Mike Taggart, Commissioner, Sherry Petty, Alternate	Joel VanNess, Tad Crum, Alte	FF's Assoc. Liaison ernate
<b>Bob Jacobs</b> , Chief's Rep. Mike Carnes, Alternate	Martha Mart Joshua Seeds,	in, Chairperson Alternate
	DISTRICT	SEAL:
Pam Jensen, District Secretary Mike Carnes, Alternate		

East County Fire & Rescue Time: 14:30:01 Date: 02/04/2020 MCAG #: 1060 01/16/2020 To: 01/31/2020 Page: Trans Date Type Acct # Chk# Claimant Amount Memo Claims 11600 CITY OF CAMAS (Water) 102 01/23/2020 6291 109.12 Account # 016111-00 001 - 522 50 46 091 - Water & Sewer (St 91) 109.12 ST 91 Water Service 11/01/19 - 12/31/19 103 01/23/2020 Claims 6291 11601 CLARK COUNTY 101.04 Invoice # CIO10400; Customer ID CU0001802 TREASURER 001 - 522 20 40 000 - Radio Dispatch 101.04 Qtr 4, 2019 NetMotion Support 104 01/23/2020 Claims 6291 11602 CLARK COUNTY 7,456.17 Invoice # CI010537 TREASURER 001 - 522 20 45 001 - Election Fees 999.81 August 6, 2019 Primary & Special Election Local Voter's Pamphlet 001 - 522 20 45 001 - Election Fees 6,456.36 August 6, 2019 Primary & Special Election Billing 01/23/2020 105 Claims 6291 11603 CLARK COUNTY 587.08 Invoice # CI010608, ECFR VHF/UHF Co-location Fee **TREASURER** 001 - 522 20 40 000 - Radio Dispatch 587.08 ECFR VHF/UHF Annual Co-location Fee 106 01/23/2020 Claims 11604 CLARK COUNTY 6291 2,410.70 Invoice # CI010639 **TREASURER** 001 - 522 20 45 001 - Election Fees 599.35 Nov. 5, 2019 General Election State Voter's Pamphlet 001 - 522 20 45 001 - Election Fees 1,811.35 Nov. 5, 2019 General Election Billing 107 01/23/2020 Claims 6291 11605 CLARK PUBLIC UTILITIES 2,042.43 Account # 7177-363-4; Account # 7200-239-7; Account # 7200-401-3 001 - 522 50 43 091 - Electrical Service (St 91) 708.68 Usage 12/06/2019 - 01/08/2020 001 - 522 50 43 093 - Electrical & Htg (St 93) 448.91 Usage 12/06/2019 - 01/08/2020 001 - 522 50 43 094 - Electric & Heating (St 94) 884.84 Usage 12/06/2019 - 01/08/2020 108 01/23/2020 Claims 6291 11606 GRAINGER 62.49 Invoice # 9396637499 001 - 522 10 32 000 - Cleaning and Sanitation 62.49 EnMotion Paper Towels For Station 94 (6qty) 109 01/23/2020 Claims 6291 11607 KITCHEN ELECTRIC 1,241.73 Invoice # 6652 001 - 522 50 40 000 - Bldg Repair & Maint 1,241.73 Station 93 Ballast & Light Replacement. Replace Photocell On The Roof And Troubleshoot Exhaust Fan. 110 01/23/2020 Claims 6291 11608 KONICA MINOLTA 25.86 Invoice # 263265889 **BUSINESS SOLUTIONS USA** IN 001 - 522 10 40 002 - Copier Mtce 25.86 ST 91 Copier Maintenance Fee 12/01/2019 -12/31/2019 111 01/23/2020 Claims 6291 11609 LN CURTIS & SONS 535.75 Invoice # INV352613; Invoice # INV353738 001 - 522 20 25 001 - FF Uniforms 252.37 FF Pants 2qty - J. VanNess 001 - 522 60 43 000 - Small Engine Repair 283.38 Hydraulic Fluid (2 Gallons) 112 01/23/2020 11610 MID-COLUMBIA FIRE & Claims 6291 300.00 Nozzle Forward Course: Nov. 15-16, 2019 RESCUE 001 - 522 45 43 000 - Tuition 300.00 Nozzle Forward Course: Nov. 15-16, 2019 (R. Gonzales & R. Grable) 113 11611 NI GOVERNMENT 01/23/2020 Claims 6291 30.20 Invoice # 9121339442 SERVICES, INC 001 - 522 20 41 001 - Satellite Phone 30.20 December 2019 Satellite Phone

150.00 Invoice # ECFR012020

11612 ALLAN PUDLITZKE

114

01/23/2020

Claims

6291

East County Fire & Rescue MCAG #: 1060

01/16/2020 To: 01/31/2020

Time: 14:30:01 Date:

02/04/2020

Page:

2

Trans	Date	Type	Acct#	Chk#	Claimant		Amount Mana
	Date					150.00	Amount Memo
115	01/22/2020			•	er/Website Mtce & Re		Q1 Website Maintenance
115	01/23/2020	Claims	6291		URGENT MEDICA	AL CENTER	221.00 Statement # 10605
					Drug Screen/Vaccina		Respirator Form (Gonzales, Sorensen)
					Drug Screen/Vaccina		Preplacement (Verkholomov)
					Drug Screen/Vaccina Drug Screen/Vaccina		Flu (Verkholomov) Drug Screen (Verkholomov)
					Drug Screen/Vaccina		Respitory Clearance (Webster)
116	01/23/2020	Claims	6291		Denis V Verkholom		23.85 Reimbursement For 2 Pairs Of Duty Pants Hemmed
		001 - 522 20	25 001 -	- FF Unifo	orms	23.85	Reimbursement For 2 Pairs Of Duty Pants Hemmed At Express Alterations
117	01/23/2020	Claims	6291	11615	WASHOUGAL HA	RDWARE	86,53 Account # 500331
		001 - 522 10	32 000 -	- Cleaning	and Sanitation	7.04	Invoice # A315557 - ST 94 Goof Off
					oplies/Facility Misc		Invoice # A314959 - ST 94 Extension Cord And Garden Hose Nozzle
		001 - 522 20	34 000 -	- Bldg Sup	pplies/Facility Misc	54.58	Invoice # A316668 - ST 94 Grip Tape And Cable Holders
118	01/23/2020	Claims	6291	11616	VANCOUVER DIST		189.26 Invoice # 16175291; Invoice # 16177786
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		001 - 522 50 001 - 522 50					Garbage Service 12/1/19 - 12/31/19 Garbage Service 12/1/19 - 12/31/19
119	01/23/2020	Payroll	6291	11617	OPEIU Local 11	2 5	58.30 Pay Cycle(s) 01/25/2020 To 01/25/2020 - OPEIU Dues
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120	01/23/2020	Payroll	6291	11618	TRUSTEED PLANS CORPORATION	S SERVICE	26,220.83 Pay Cycle(s) 01/10/2020 To 01/25/2020 - PPO-100; Pay Cycle(s) 01/10/2020 To 01/25/2020 - Kaiser; Pay Cycle(s) 01/10/2020 To 01/25/2020 - Dental
		001 - 522 10	22 001 -	. Admin M	Iedical Insurance	1,363.51	
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		001 - 522 20				147.40	
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East County Fire & Rescue

MCAG #: 1060

01/16/2020 To: 01/31/2020

Time: 14:30:01 Date: 02/04/2020

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41,702.54 1 ayron, $20.52$								41,902.34	Payroll:	26,329.13

East County Fire & Rescue MCAG #: 1060

01/16/2020 To: 01/31/2020

Time: 09:26:11 Date: 01/30/2020

Page:

Trans	Date	Type	Acct #	Chk#	Claimant	Amount Memo
73	01/25/2020	Payroll	6291	EFT	8	3,021.94
74	01/25/2020	Payroll	6291	EFT		331.08
75	01/25/2020	Payroll	6291	EFT		2,289.30
76	01/25/2020	Payroll	6291	EFT		2,848.42
77	01/25/2020	Payroll	6291	EFT		602.96
78	01/25/2020	Payroll	6291	EFT		2,199.94
79	01/25/2020	Payroll	6291	EFT		2,736.82
80	01/25/2020	Payroll	6291	EFT		558.38
81	01/25/2020	Payroll	6291	EFT		722.72
82	01/25/2020	Payroll	6291	EFT		2,397.37
83	01/25/2020	Payroll	6291	EFT		3,268.14
84	01/25/2020	Payroll	6291	EFT		1,482.54
85	01/25/2020	Payroll	6291	EFT		235.77
86	01/25/2020	Payroll	6291	EFT		235.77
87	01/25/2020	Payroll	6291	EFT		2,044.00
88	01/25/2020	Payroll	6291	EFT		610.28
89	01/25/2020	Payroll	6291	EFT		235.77
90	01/25/2020	Payroll	6291	EFT		830.37
91	01/25/2020	Payroll	6291	EFT		226.00
92	01/25/2020	Payroll	6291	EFT		2,457.50
93	01/25/2020	Payroll	6291	EFT		771.29
94	01/25/2020	Payroll	6291	EFT		1,858.63
95	01/25/2020	Payroll	6291	EFT		2,014.28
96	01/25/2020	Payroll	6291	EFT		3,005.67
97	01/25/2020	Payroll	6291	EFT	IAFF2444	677.87 Pay Cycle(s) 01/25/2020 To 01/25/2020 - IAFF Dues
98	01/25/2020	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	12,052.06 Pay Cycle(s) 01/25/2020 To 01/25/2020 - DComp; Pay Cycle(s) 01/25/2020 To 01/25/2020 - PERS2; Pay Cycle(s) 01/25/2020 To 01/25/2020 - PERS3; Pay Cycle(s) 01/25/2020 To 01/25/2020 - LEOFF2
99	01/25/2020	Payroll	6291	EFT	IRS	7,634.77 941 Deposit for Pay Cycle(s)
100	01/25/2020	Payroll	6291	EFT	OR Department of Revenue	01/25/2020 - 01/25/2020 515.00 Pay Cycle(s) for OR Tax01/25/2020 - 01/25/2020
101	01/23/2020	Claims	6291	EFT	STATE OF WASHINGTON DEPARTMENT OF REVENUE	32.07 Written From Use Tax Report
		001 Gener	al Fund			57,896.71
						Claims: 32.07 57,896.71 Payroll: 57,864.64

## **Chief's Report**

#### 2-4-2020

Calls since last Commissioner meeting: 51

EMS: 38

Fire: 2

Other: 11

Calls YTD: 2020- 112

#### **Staff Overtime Numbers:**

Budget Amount: \$87,000.00

Used YTD:

\$6,077.01

% Used:

6.99%

• Brown outs since last meeting: 0

10 callback shifts (5-Vac, 5-Sick) Covered by 10 OT Shifts

- ECFR held their annual OTEP AHA CPR class on Wednesday, January 22 at Station 91.
- I would like to thank the board for the opportunity to attend the NFA "New Executive Chief Officer" class in Emmitsburg Maryland this last week. It was a very busy week and it was a very informative class. Class ran from Sunday through Friday, 8:00 to 5:00.

## AC Jacobs Report 2-4-2020

January EST training was on 1-27-20.

February DOC training was on 2-3-20, one week earlier than normal.

February EST training will be 2-24-20 Sta. 93 7 PM.

I will be out of town from 2-5 thru 2-11.

## Safety Report

Last safety committee meeting was 1-15-2020.

Next safety committee meeting 3-24-2020 Sta. 91 7:30 PM.

No reported accidents /incidents since the last board meeting.

<sup>■</sup> Indicates time starts on following calendar day
\* Events and Time Off follow default Split Time of Day of 07:00