

# **EAST COUNTY FIRE & RESCUE**

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

**January 4, 2022**

**Station 91**

**6:30 PM**

## **AGENDA**

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

**Dial 1-253-215-8782; Meeting ID 859 8985 6764; Passcode 653947**

### **CALL TO ORDER:**

Flag Salute

### **OATH OF OFFICE:**

Commissioners Petty and Hofmaster

### **AGENDA ADJUSTMENTS:**

### **CONSENT AGENDA:**

1. Approval of December 21, 2021, Regular Board Meeting Minutes.
2. Approval of December 21, 2021, Local BVFF 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:**

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**This Meeting is Being Recorded.**

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

**Page # 1 of 2**

**FIRE DISTRICT BUSINESS:**

- Newly elected board members requirement for OPMA and PRA training per RCW 42.30.205 – See Attachment for link.
- Seminar for newly elected/appointed and experienced Commissioners, Chiefs and Secretaries – See Attachment for details.

**COMMITTEE MEETINGS:**

- Communication with Neighboring Elected Officials
  - Camas – TBA
  - City of Washougal –TBA
- Risk Group – January 5, 2022, via Zoom at 8:00 AM
- Safety Committee Representative – February 24, 2022, Station 91 at 7:30 PM
- Revenue Exploratory Committee – TBA
- ECAAB – TBA

**COMMISSIONER COMMENTS:**

**OPEN TO PUBLIC:**

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

**ROUND TABLE:**

Monthly Event Calendar.  
Strategic Planning Workshop, January 5, 2022, 3:00 PM.

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

Next Regular Board Meeting: January 18, 2022, Station 91, 6:30 PM.

**EXEMPT MEETING LABOR NEGOTIATIONS:**

RCW 42.30.140 (4) (a) Relating to collective bargaining issues and negotiations



**EAST COUNTY FIRE & RESCUE  
 CONSENT AGENDA  
 January 04, 2022**

1. Minutes –

- December 21, 2021 Regular Board Meeting
- December 21, 2021 Local BVFF Meeting

2. Invoices

- \$12,476.51
  - i. Check Nos. 14086– 14097 dated December 22, 2021
  - ii. Check Nos. 14098-14101 dated December 29, 2021

3. Approved Commissioner Stipends January 10<sup>th</sup> Pay Date

Name	For the Period December 16 – December 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Berg	1	0	0	0	0	1
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

5. Payroll/Benefits/EFT's

- \$66,091.24 (Payroll)

\_\_\_\_\_  
 Commissioner Martha Martin – Chair

\_\_\_\_\_  
 Commissioner Mike Taggart – Vice Chair

\_\_\_\_\_  
 Commissioner Joshua Seeds

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

\_\_\_\_\_  
 Commissioner Steve Hofmaster

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

**December 21, 2021**

**Station 91**

**6:30 PM**

**Draft Minutes**

**ATTENDANCE:**

Martha Martin  
Joshua Seeds  
Robert Jacobs  
Steve Hofmaster

Mike Taggart  
Sherry Petty  
Debbie Macias  
Station 91 Duty Crew

Mike Berg  
Chief Carnes  
Pam Jensen  
Station 94 Duty Crew

**CALL TO ORDER:**

Chairperson Martha Martin called the meeting to order at 18:32 via Zoom Meeting.  
Chairperson Martha Martin led the Flag salute.

**AGENDA ADJUSTMENTS:**

None

**CONSENT AGENDA:**

Approval of December 7, 2021 Regular Board Meeting Minutes.  
Approval of December 7, 2021 Local BVFF&RO Meeting Minutes.  
Approval of December 8, 2021 Strategic Planning Minutes.  
Approval of Financial Transactions.  
Excuse Absent Commissioner(s):

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

**OPEN TO PUBLIC:**

Captain Troutman – Thanked Commissioner Berg for his service for the past years as a Commissioner.

**CORRESPONDENCE:**

None

**STAFF REPORT:**

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

Assistant Chief Jacobs gave his report as follows:

DOC training postponed until allowed by state mandate guidelines.

The new squad assembly progressing nicely: completion of this will be mid-January if all goes well.

No EST/Tender training in December.

CAROL delivery went very rapidly, there was plenty of help.

January EST/Tender training will be January 27, 2022 at Station 93 at 7 PM.

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

Nothing new to report.

### **SAFETY REPORT:**

- Last Safety Committee meeting held on December 8, 2021.
- Next Safety Committee meeting will be on February 24, 2022 at Station 91 at 7:30 PM.
- No reported accidents/incidents since the last board meeting. It has been over a year with no accidents.

### **FIRE DISTRICT BUSINESS:**

#### Resolution #296-12212021 Surplus Apparatus #917

The Purpose of this resolution is to Surplus Apparatus #917.

**Motion by Commissioner Taggart to approve Resolution No. #296-12212021 to Surplus Apparatus #917, seconded by Commissioner Petty. Motion passed unanimously.**

#### Resolution #297-12212021 Surplus Equipment

The Purpose of this resolution is to surplus Equipment (4) Fire Extinguishers. See Attachment A.

**Motion by Commissioner Berg to approve Resolution #297-12212021 to Surplus Equipment (4) Fire Extinguishers. See Attachment A, seconded by Commissioner Seeds. Motion passed unanimously.**

### **COMMITTEE MEETINGS:**

#### Communication with Neighboring Elected Officials

City of Camas – TBA

City of Washougal –TBA

#### Risk Group

January 5, 2022, Station 61 at 8:00 AM.

#### Safety Committee Representative

February 24, 2022 at Station 91 at 7:30 PM.

Revenue Exploratory Committee  
TBA

ECAAB  
TBA

**COMMISSIONER COMMENTS:**

Commissioner Taggart – Mentioned that it has been a privilege to work with Commissioner Berg and that we are going to miss him.

Commissioner Taggart also mentioned that the CAROL Delivery was fun and he wishes that we could do something in the summer because the recipients are very appreciative.

Commissioner Seeds – Mentioned how much he appreciated working with Commissioner Berg and thanked him for all of the laughs and mentoring.

Commissioner Berg – Thanked everyone on the Board for the years they have worked together. There will be many decisions to make in the future and he hopes it goes well. Commissioner Berg mentioned that he appreciated working with all the firefighters even when there were disagreements. Agree to disagree. He also mentioned he might jump into a meeting once and a while as a citizen. Utmost pleasure to work with everyone. Commissioner Berg also mentioned that Chief Carnes is doing a great job in his role.

Commissioner Martin – Shared pictures of Commissioner Berg and spoke on what a pleasure it has been to work with him.

**OPEN TO PUBLIC:**

No Comments.

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

No New Business.

**ROUND TABLE:**

Monthly Event Calendar.

**EXECUTIVE SESSION:**

RCW 42.30.110 (1) (g) Review the performance of a public employee.

The Board went into a five-minute recess at 18:58.

The Board went into Executive Session at 19:03 for 15 minutes.

The Board reconvened at 19:22.

**Motion by Chairperson Martin to approve a 7.5% wage increase for Chief Carnes, seconded by Commissioner Berg. Motion passed unanimously.**

**ADJOURNMENT:**

Next Regular Board Meeting: January 4, 2022 Station 91, 6:30 PM via Zoom.

**Motion by Commissioner Taggart** to adjourn at 19:23 hours, **seconded by Commissioner Berg.**  
**Motion passed unanimously**

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

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

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

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

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

**DISTRICT SEAL:**

**ATTEST:**

\_\_\_\_\_  
Debbie Macias, District Secretary

# EAST COUNTY FIRE & RESCUE

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

Draft Minutes  
December 21, 2021

### CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 18:57 at Station 91.

The following were in attendance:

Martha Martin

Mike Berg

Robert Jacobs

Steve Hofmaster

Mike Taggart

Sherry Petty

Pam Jensen

Duty Crew Station 94

Joshua Seeds

Mike Carnes

Debbie Macias

Duty Crew Station 91

### BUSINESS:

No new business.

### ADJOURNMENT:

The Local Board adjourned at 18:57.

Respectfully Submitted,

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**Mike Taggart**, Commissioner,  
Sherry Petty, Alternate

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

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**Bob Jacobs**, Chief is Rep.  
Mike Carnes, Alternate

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**Martha Martin**, Chairperson  
Joshua Seeds, Alternate

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**Debbie Macias**, District Secretary  
Mike Carnes, Alternate

**DISTRICT SEAL:**



# CHECK REGISTER

East County Fire & Rescue

Time: 10:11:36 Date: 12/31/2021

12/22/2021 To: 12/31/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1246	12/22/2021	Claims	6291	14086	CAMAS POWER EQUIPMENT	346.84	12.14.2021 - Carbide Tip Chainsaw Chains Qty (4) - Replace Broken Chain E91.
					001 - 522 60 43 000 - Small Engine Repair	346.84	Carbide Tip Chainsaw Chains Qty (4) - Replace Broken Chain E91.
1247	12/22/2021	Claims	6291	14087	CDW Government	103.49	Invoice # P265197 Adobe Acrobat Standard (Accounting Assistant PC)
					001 - 522 10 33 000 - Computer/Software/Supplies	103.49	Adobe Acrobat Standard (Accounting Assistant PC)
1248	12/22/2021	Claims	6291	14088	CLARK PUBLIC UTILITIES	516.17	Account # 7200-239-7 - Service at Station 91-Usage 11/6/2021-12/8/2021
					001 - 522 50 43 091 - Electrical Service (St 91)	516.17	Service at Station 91-Usage 11/6/2021-12/8/2021
1249	12/22/2021	Claims	6291	14089	Linda A Durrett	29.95	Refund of OPEIU Dues 12/25/2021 overpayment
					001 - 589 99 99 000 - Payroll Clearing	29.95	Refund of OPEIU Dues (12/25/2021 overpayment)
1250	12/22/2021	Claims	6291	14090	EMBROIDER IT	7.32	Invoice# 50308 - Name Patch for Uniform - Kent
					001 - 522 20 25 001 - FF Uniforms	7.32	Name Patch for Uniform - Kent
1251	12/22/2021	Claims	6291	14091	GRAINGER	88.26	Invoice 9141659186 - Paper towel roll continous white
					001 - 522 10 32 000 - Cleaning and Sanitation	88.26	Paper towel roll continous white
1252	12/22/2021	Claims	6291	14092	LN CURTIS & SONS	865.71	Invoice #INV537301; Inv# INV553128; Inv# INV552190
					001 - 522 20 25 001 - FF Uniforms	124.42	Job Shirt; Short Sleeve (1) - Troutman
					001 - 522 20 38 000 - Turn-Outs	315.75	660c Metro Cairns Helmet (Z.Allen)
					001 - 522 60 41 004 - SCBA Mtce	425.54	SCBA Parts - Firehawk Regulator Overhaul Maint. Kit; Tool Dental Burnishing
1253	12/22/2021	Claims	6291	14093	NI GOVERNMENT SERVICES, INC	30.28	Invoice #21112952081
					001 - 522 20 41 001 - Satellite Phone	30.28	November 2021 Satellite Phone
1254	12/22/2021	Claims	6291	14094	NORTHWEST SAFETY CLEAN	179.76	Invoice # 21-31365
					001 - 522 20 38 000 - Turn-Outs	179.76	Pant: NFPA Advanced Cleaning w/NFPA Inspection - General Repairs or Alteration Meeting NFPA Compliance - Sorensen
1255	12/22/2021	Claims	6291	14095	SPRINGBROOK SOFTWARE	358.00	Invoice TM INV-0001108 - New User Training & License - D. Macias
					001 - 522 10 44 000 - Professional Services	358.00	New User Training & License - D. Macias
1256	12/22/2021	Claims	6291	14096	UNITED FIRE, HEALTH & SAFETY	931.41	Invoice #23247073; Done @ Station 91 for all extinguishers from all locations.
					001 - 522 60 40 000 - Fire Extinguisher Maint	931.41	Annual Fire Extinguisher Maintenance; @ Station 91 for all extinguishers from all locations.
1257	12/22/2021	Payroll	6291	14097	OPEIU Local 11	114.85	Pay Cycle(s) 12/25/2021 To 12/25/2021 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	59.90	
					001 - 589 99 99 000 - Payroll Clearing	29.95	
					001 - 589 99 99 000 - Payroll Clearing	54.95	

## CHECK REGISTER

East County Fire & Rescue

Time: 10:11:36 Date: 12/31/2021

12/22/2021 To: 12/31/2021

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 589 99 99 000		Payroll Clearing	-29.95	Durrett, Linda A - OPEIU Dues (reimburse for overpayment)
<b>1259</b>	<b>12/29/2021</b>	<b>Claims</b>	<b>6291</b>	<b>14098</b>	<b>LN CURTIS &amp; SONS</b>	<b>660.37</b>	<b>Invoice # INV553920; Invoice # INV554620; Invoice # INV553987</b>
			001 - 522 20 25 001		FF Uniforms	164.13	30W Navy Blue 7.5oz Nomex Firefighter Pants, Unhemmed - Grable
			001 - 522 60 40 000		Fire Extinguisher Maint	311.67	Qty (2) 2.5 2A Water Fire Extinguishers - Replace Obsolete Extinguishers for E92 & E93
			001 - 522 60 41 004		SCBA Mtce	184.57	20oz Christo-Lube Lubricant, Flourinated SCBA Part
<b>1260</b>	<b>12/29/2021</b>	<b>Claims</b>	<b>6291</b>	<b>14099</b>	<b>MILLER'S HEATING &amp; AIR</b>	<b>6,229.37</b>	<b>Project # 46124396 - Replace non-functional single zone ductless wall unit in the server room at Station 91.</b>
			001 - 522 50 40 000		Bldg Repair & Maint	6,229.37	Replace non-functional single zone ductless wall unit in the server room at Station 91.
<b>1261</b>	<b>12/29/2021</b>	<b>Claims</b>	<b>6291</b>	<b>14100</b>	<b>PRAIRIE ELECTRIC, INC</b>	<b>948.23</b>	<b>INV # 368038 - Replaced parking lot light with LED lamps.</b>
			001 - 522 50 40 000		Bldg Repair & Maint	948.23	Replaced parking lot light with LED lamps.
<b>1263</b>	<b>12/29/2021</b>	<b>Claims</b>	<b>6291</b>	<b>14101</b>	<b>UL LLC</b>	<b>1,066.50</b>	<b>Invoice # 72020449173</b>
			001 - 522 60 41 002		Ladder Testing/Repair	1,066.50	Annual Ladder Testing
						12,476.51	
						12,476.51	Claims: 12,361.66
						12,476.51	Payroll: 114.85

# CHECK REGISTER

East County Fire & Rescue

Time: 13:12:04 Date: 12/22/2021

12/16/2021 To: 12/31/2021

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1215	12/25/2021	Payroll	6291	EFT		2,522.32	
1216	12/25/2021	Payroll	6291	EFT		117.88	
1217	12/25/2021	Payroll	6291	EFT		1,665.64	
1218	12/25/2021	Payroll	6291	EFT		3,236.63	
1219	12/25/2021	Payroll	6291	EFT		4,546.34	
1220	12/25/2021	Payroll	6291	EFT		1,916.12	
1221	12/25/2021	Payroll	6291	EFT		2,194.92	
1222	12/25/2021	Payroll	6291	EFT		2,899.48	
1223	12/25/2021	Payroll	6291	EFT		1,739.49	
1224	12/25/2021	Payroll	6291	EFT		622.10	
1225	12/25/2021	Payroll	6291	EFT		868.82	
1226	12/25/2021	Payroll	6291	EFT		1,336.32	
1227	12/25/2021	Payroll	6291	EFT		471.54	
1228	12/25/2021	Payroll	6291	EFT		741.44	
1229	12/25/2021	Payroll	6291	EFT		235.77	
1230	12/25/2021	Payroll	6291	EFT		2,717.99	
1231	12/25/2021	Payroll	6291	EFT		235.77	
1232	12/25/2021	Payroll	6291	EFT		2,637.58	
1233	12/25/2021	Payroll	6291	EFT		226.63	
1234	12/25/2021	Payroll	6291	EFT		868.34	
1235	12/25/2021	Payroll	6291	EFT		4,646.70	
1236	12/25/2021	Payroll	6291	EFT		617.55	
1237	12/25/2021	Payroll	6291	EFT		579.51	
1238	12/25/2021	Payroll	6291	EFT		2,829.32	
1239	12/25/2021	Payroll	6291	EFT		1,834.90	
1240	12/23/2021	Payroll	6291	EFT	IAFF2444	669.90	Pay Cycle(s) 12/25/2021 To 12/25/2021 - IAFF Dues
1241	12/23/2021	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	12,723.49	Pay Cycle(s) 12/25/2021 To 12/25/2021 - DComp; Pay Cycle(s) 12/25/2021 To 12/25/2021 - PERS2; Pay Cycle(s) 12/25/2021 To 12/25/2021 - PERS3; Pay Cycle(s) 12/25/2021 To 12/25/2021 - LEOFF2
1242	12/23/2021	Payroll	6291	EFT	IRS	9,153.75	941 Deposit for Pay Cycle(s) 12/25/2021 - 12/25/2021
1243	12/23/2021	Payroll	6291	EFT	OR Department of Revenue	535.00	Pay Cycle(s) for OR Tax: 12/25/2021 - 12/25/2021
1244	12/23/2021	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 03/01/2021 To 03/31/2021 - WA Child Support
001 General Fund						66,091.24	
						66,091.24	Payroll: 66,091.24

# Chief's Report

1-4-2022

Calls since last Commissioner meeting, **33**

EMS: 24

Fire: 0

Other: 9

Calls YTD: 2021- **1073**

Mutual and Auto aid – 39%      2021, Year-to-date - 23%, 244 calls

FY2020 = 251, 23% of total calls      FY2019 = 207, 22% of total calls

## Staff Overtime Numbers:

Budget Amount: **\$230,000**

Used YTD:      **\$229,194**

% Used:      99.65 %

- Brown outs since last meeting: 1, 24hr shift

7 callback shifts (5-Sick, 2-Vac,)  
Covered by 6 OT Shifts

- We currently have one PT FF out sick with Covid-19. The FF was not exposed while working for ECFR. The FF is currently on home isolation and doing well.
- Congrats, to FF Alex Harrington and FF Cody Sorensen for completing their IV Tech class this past week. Both will soon be EMT's with an IV Tech certification. Good work Gentlemen.
- Our 3 FF Captains will be recertifying their "Blue Card" credentials this spring. The "Blue Card" system plays a large roll in how our current Incident Command system operates in Clark County. They first became certified 3 years ago and are required to recertify every 3 years. They are also required to have ongoing "Blue Card" training every year.

## AC Jacobs Report

1-4-22

DOC training continues to be postponed until allowed by guidelines.

The new squad assembly is progressing nicely, completion mid January if all goes well.

No EST/Tender training in December.

January EST/Tender training 1-27-22 Sta. 93 7 PM.

Great job by everyone getting thru first round of snow and ice safely!!

## Safety Report

Last safety committee meeting was 12-8-2021.

Next safety committee meeting will be 2-24-22. Sta. 91 7:30 PM.

No reported accidents/incidents since the last board meeting.

Item I:

Newly elected board members requirement for OPMA and PRA training per RCW 42.30.205  
links to training site (free):

<https://www.atg.wa.gov/open-government-training>

Item II:

Presented by Brian Snure:

**SATURDAY SEMINAR SERIES - CLEARWATER RESORT - APRIL 30, 2022**

15347 Suquamish Way NE, Suquamish, WA 98392 | (360) 598-8700

GROUP CODE: 18559 - MENTION THIS CODE WHEN BOOKING YOUR STAY

FRIDAY NIGHT RATE : \$119 - 154 (DEPENDING ON ROOM)

SATURDAY NIGHT RATE : \$119 - 154 (DEPENDING ON ROOM)

**SEMINAR FOR NEWLY ELECTED/APPOINTED and EXPERIENCED COMMISSIONERS,  
CHIEFS & SECRETARIES**

# Jan 2022 - East County Fire & Rescue

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

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