

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

December 6, 2016

Station 91

7 PM

AGENDA

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of November 15, 2016 Regular Board Meeting Minutes
2. Approval of November 15, 2016 Local BVFF&RO Meeting Minutes
3. Approval of November 30, 2016 Workshop Meeting Minutes
4. Approval of December 6, 2016 Financial Statement
5. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Deputy Chief Carnes
Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

Planning Group Workshop
Lexipol Proposal
Consider the Purchase of New Fire Engine
2017 Board Assignments
Snure Seminar training

(See Reverse)

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

EXECUTIVE SESSION:

ADJOURNMENT:

Next Regular Board Meeting: December 20, 2016, Station 91, 7 PM

Financial Data

Balance Summary

December 6, 2016

Balances reflect as of close of business 12/05/2016

Nov 2016 Allocation Rate 0.706%

Fund	Fund Name	Cash	Investment at Cost	Encumbered	Balance
6291	East County Fire & Rescue		\$ 1,589,935.61	\$198,544.75	\$ 1,391,390.86
6291-1	New Tender FD 9		\$ 748,887.63		\$ 748,887.63
6291-2	Capital Facility		\$ 41,522.98		\$ 41,522.98
6291-3	Leave Accrual		\$ 42,652.61		\$ 42,652.61
6291-4	Safer Grant Year 3		\$ -		\$ -
6291-5	Plans Trailer Copier		\$ 2,034.71		\$ 2,034.71
6248	Fire District 9 GO Bond Fund				\$ -
6292	Fire District 9 Capital Fund				\$ -
Transmittals	TOTALS	\$0.00	\$ 2,425,033.54		\$ 2,226,488.79
TR2016 ECFR	11/1/2016		\$2,530.23	Payroll Costs for SM20 \$45,846.40	
TR2016 ECFR	11/1/2016		\$189,169.38		
TR2016 ECFR	11/4/2016		\$2,474.66		
TR2016 ECFR	11/15/2016		\$ 4,370.48		
TR2016 ECFR					
TR2016 ECFR					
TR2016 ECFR					
TR2016 ECFR					

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

Deputy Chief Report

12-6-16

Calls since last Commissioner meeting: **46**

EMS: **26**

Fire: **7**

Other: **13**

Calls YTD: **838**

- Completed chief interviews for 3 part-time openings. Made conditional offers, 1 current ECFR member and 2 from the outside.
- Continue to work with the Washington Surveying and Rating Bureau to upgrade our evaluation.
- Scheduled an electrical usage analysis with PUD for Station 93.
- Completed modifications to the flag pole at Station 91 so the flag can be lowered and raised safely. Thank-you Captain Troutman and crew.
- Brown outs since last meeting:
 - 11-28-16, Station 94, 0700-0700 hrs.
 - 12-1-16, Station 94, 0700-0700 hrs.
- Attended the County Chiefs meeting at Station 61 on 12-1-16.
- VIP--Mr. Ryan Gonzales who volunteers with our agency as a Firefighter/EMT has been offered a position in the 2017-2018 Murdock Research Scholars Program. Mr. Gonzales is currently studying Biology Pre-Med at Concordia Lutheran University. Mr. Gonzales will be working with OHSU as an undergraduate working on a project involving cancer or cardiovascular research. He will be asked to present his work at a special session of the Oregon Academy of Sciences meeting and will submit his thesis in May of 2018. There are 14 different universities who participate in the research program and each school chooses 1 student to represent them. This is a great honor for this fine young gentleman.

AC Jacobs Report

12-6-2016

November ACC/EOC training was 11-14-2016.

November EST training was 11-28-2016.

December ACC/EOC training 12-12-16 Sta. 91 7 PM.

The EST group has completed their 2016 training, no EST training in December.

We will be moving ACC/EOC training back to Tuesday evenings beginning in January.

CAROL box packing 12-17-16, delivery 11-21-16 Sta. 42

Safety Report

Safety Committee meeting was held 11-29-16.

Next safety committee meeting, 1-25-17 location TBD
7:30 PM.

No reported accidents/incidents since the last board meeting.

To: **EAST COUNTY FIRE AND RESCUE**
600 NE 267TH AVE
CAMAS, WA 98607

DATE: 12/2/2016

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution by the East County Fire and Rescue, hereinafter called the BUYER and an officer of General Fire Apparatus, Inc. and/or Rosenbauer South Dakota, LLC hereinafter called the COMPANY, the following apparatus and equipment:

ROSENBAUER PUMPER APPARATUS BODY MANUFACTURED BY ROSENBAUER SOUTH DAKOTA, LLC AND SPECIFIED EQUIPMENT	\$207,173.00
ROSENBAUER COMMANDER CHASSIS	\$236,696.00
TOTAL ...	\$443,869.00*

FOUR HUNDRED FOURTY-THREE THOUSAND EIGHT HUNDRED SIXTY-NINE DOLLARS

All of which are to be built in accordance with the specifications, clarifications and exceptions attached, and which are made a part of this agreement and contract.

DELIVERY: The estimated delivery time for the completed apparatus, is to be made 345 days after receipt of and approval of this contract duly executed, subject to all causes beyond the Company's control. The quoted delivery time is based upon our receipt of the specified materials required to produce the apparatus in a timely manner. The Company cannot be held responsible for delays due to Acts of God, Labor Strikes, or Changes in Governmental Regulations that result in delayed delivery to our manufacturing facilities of these specified materials. This delivery estimate is based on the Company receiving complete and accurate paperwork from the Buyer and that no changes take place during pre-construction, mid-point inspections or final inspections. Changes required or requested by the Buyer during the construction process may be cause for an increase in the number of days required to build said apparatus.

PAYMENT TERMS: Final payment for the apparatus shall be made at time of delivery or pick up of the completed vehicle. It is the responsibility of the Buyer to have full payment ready when the apparatus is complete and ready to deliver. If payment is delayed or delivery is delayed pending payment, a daily finance and storage fee may apply. Upon delivery of the apparatus or upon pickup of the apparatus by the Buyer, Buyer agrees to provide all liability and physical damage insurance. It is further agreed that if on delivery and test, any defects should develop, the Company shall be given reasonable time to correct same. Guarantee of the chassis is subject to the guarantee of the chassis manufacturer.

MISCELLANEOUS PROVISIONS: This agreement shall be construed in accordance with the laws of the State of South Dakota. The parties agree that any litigation arising from or in connection with any dispute between the parties under this agreement shall be venued in South Dakota. The parties agree that this agreement bears a rational relationship to the State of South Dakota, and they consent to the personal jurisdiction of such state and further consent and stipulate to venue in the above described court.


- *NOTES:** 1.) IF CHASSIS IS PAID FOR UPON ARRIVAL AT APPARATUS PLANT, DEDUCT \$9,033.00.
2.) WASHINGTON STATE SALES TAX IS NOT INCLUDED, WILL BE APPLIED AT TIME OF FINAL INVOICE.
3.) RETURN CUSTOMER DISCOUNT OF \$3,000.00 TO BE APPLIED ON FINAL INVOICE.

The amount in this proposal shall remain firm for a period of 30 days from the date of same.

Respectfully submitted,

DEALER:

GENERAL FIRE APPARATUS, LLC

SALES REP: 
BRENDEN FEIST

BUYER:

We accept the above proposal and enter into contract with signature below.

_____ Title _____


_____ Title _____

_____ Date _____

After company receipt of this document signed by the Buyer, the document will be reviewed and upon approval, countersigned by General Fire Apparatus, Inc. and/or Rosenbauer South Dakota, LLC thereby putting the document in force.

_____ Title _____

_____ Date _____

INITIALS 

EAST COUNTY FIRE & RESCUE BOARD ASSIGNMENTS FOR 2017

POSITION **ECF&R BOARD**

Chair _____

Vice Chair _____

EMS Sub-Committee

Primary _____

Alternate _____

Chief's Rep _____

Fire Authority Working Group

Risk Group

Commissioner: _____

Alternate: _____

Safety Committee Representative

**BOARD FOR VOLUNTEER FIRE FIGHTERS
& RESERVE OFFICERS for FY2017**

<u>POSITION</u>	<u>ASSIGNMENT</u>	<u>ALTERNATE</u>
Chair	_____	_____
Commissioner	_____	_____
Chief	_____	_____
Fire Fighter	_____	_____
Secretary	_____	_____

2017 Saturday
Seminars

Snure Seminars

Bid Laws

Register Online
SnureLaw.com

Fire Service Consolidations

One Saturday Morning – Two Great Classes!

Bidding, Building, Buying and Selling

- Bid Law Compliance
- Public Works, Prevailing Wages, Contracts
- Equipment Purchase, Procurement Policies
- Intergovernmental Purchases
- Selling surplus property and equipment

Fire Service Consolidations

- Contractual Consolidations
- Mergers and Annexations
- Regional Fire Authorities
- Planning, Process and Implementation
- What Makes Sense For You?

Brian Snure represents fire districts, regional fire authorities and other municipal corporations throughout Washington. In this seminar, designed for commissioners and staff, Brian will provide attendees with the necessary information to comply with the laws governing bidding, public works, buying and selling by fire districts and RFAs. The second half of the seminar will present attendees with a detailed overview of options for consolidation whether through contract, merger, annexation or the formation of a regional fire authority. Each attendee will receive Snure Seminar's *Fire Service Bidding Book* and *Fire Service Consolidation Handbook*. We hope you can join us!

LOCATIONS AND DATES

Sponsored by:	February 4, 2017	February 11, 2017	February 25, 2017	Sponsored by:
	Olympia Red Lion Hotel 2300 Evergreen Park Dr. Hotel Reservations 360-943-4000	Lynnwood Embassy Suites Hotel 20610 44 th Ave. W. Hotel Reservations 425-775-2500	Spokane Enduris Training Facility 1610 S. Technology Blvd. Spokane, WA 99224	

All seminars run from 8:30 a. m. – 12:30 p.m., check in begins at 8:00 a.m.
(Coffee, tea, continental breakfast)

Registration Form
Questions? Please call Brian at 206-824-5630

Olympia-February 4, 2017
 Lynnwood-February 11, 2017
 Spokane-February 25, 2017

District /RFA Name: _____

Please Register the Following:

Registration Fee Enclosed \$ _____ or Please Bill District

Register by Mail
27425 8th Ave. S.
Des Moines, WA 98198

Register by Fax:
206-824-9096

Register Online:
www.SnureLaw.com

Registration Fee
\$140.00 per person
or
If 3 or more register
\$125.00 per person

Enduris Members
\$100.00 per person

Re: Travel Training topics

Brian Snure [Brian@snurelaw.com]

Sent: Tuesday, November 29, 2016 4:35 PM

To: Martha Martin

Attachments: SnureSeminars2017WinterSem~1.pdf (4 MB)

Martha,

Here are some additional topics that might be of interest.

1. Employment Law (covering all of the basics of creating, defining, managing and terminating employment relationships). 2-3 hrs
2. Fair Labor Standards Act. (covers all of the minimum wage, working hour and overtime requirements under the state Minimum Wage Act and the Fair Labor Standards Act) 1-2 hrs
3. Full bid law class (I provided a short version of this last year, the full version is a two hour class and covers procurement, public works and the laws regarding disposition of property).
4. Medical Record compliance. (Detailed review of HIPAA and Washington State Health Care Information Act and its impact on managing patient records) 1-2 hours.
5. Social Media in the Fire Service (Covers a variety of issues regarding use of social media including records retention, public records, use of public resources, employment issues, etc.) 1-2 hours.

Of course I could also cover any of the topics covered last year, Open Public Meetings, Finances, Open Public Records, Ethics and Consolidations or any other topics of interest to the Commissioners.

FYI, my winter seminar series is covering Bid Laws and Consolidations this year, I have attached a flyer for your consideration.

Let me know if you have any questions, thanks.

This email was scanned by Bitdefender

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Sincerely,

Brian Snure
Snure Law Office, PSC
612 S. 227th St.
Des Moines, WA 98198
Phone: 206-824-5630
Toll Free: 800-486-9484
Fax: 206-824-9096
Email: Brian@snurelaw.com

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