

# **EAST COUNTY FIRE & RESCUE**

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

**September 1, 2020**

**Station 91**

**6:30 PM**

## **AGENDA**

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

**Dial 1-253-215-8782; Meeting ID 848 3462 4100; Password 787623**

### **CALL TO ORDER:**

Flag Salute

### **AGENDA ADJUSTMENTS:**

### **CONSENT AGENDA:**

1. Approval of August 18, 2020 Regular Board Meeting Minutes
2. Approval of August 18, 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:**

- New Squad Update
- Station 95

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**This Meeting is Being Recorded.**

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

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**COMMITTEE MEETINGS:**

- Communication with Neighboring Elected Officials
  - Camas – TBA
  - City of Washougal - TBA
- Risk Group - TBA
- Safety Committee Representative – TBA
- Revenue Exploratory Committee - TBA
- ECAAB - TBA
- EMS/ILA Committee – Thursday, September 3, 2020 at 2:00 PM via Zoom

**COMMISSIONER COMMENTS:**

**OPEN TO PUBLIC:**

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

**ROUND TABLE:**

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

**EXECUTIVE SESSION:**

RCW 42.30.110(1)(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: September 15, 2020, Station 91, 6:30 PM



**EAST COUNTY FIRE & RESCUE  
 CONSENT AGENDA  
 September 1, 2020**

1. Minutes –
  - August 18, 2020 Regular Board Meeting
  - August 18, 2020 Local BVFF&RO Meeting

2. Invoices
  - \$10,182.75
    - i. Check Nos.11870 – 11877 dated August 19, 2020

3. Approved Commissioner Stipends September 10 Pay Date

Name	For the Period August 16 – August 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
<b>Berg</b>	0	1	0	0	0	<b>1</b>
<b>Martin</b>	1	0	0	0	0	<b>1</b>
<b>Petty</b>	1	0	0	0	0	<b>1</b>
<b>Seeds</b>	1	0	0	0	0	<b>1</b>
<b>Taggart</b>	1	0	0	0	0	<b>1</b>

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's
  - \$60,936.23 (Payroll)

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

August 18, 2020

Station 91

6:30 PM

**Draft Minutes**

**ATTENDANCE:**

Martha Martin

Joshua Seeds

Pam Jensen

Mike Taggart

Chief Carnes

Sherry Petty

Bob Jacobs

**CALL TO ORDER:**

Chairperson Martha Martin called the meeting to order at 18:30 via a Zoom Meeting.

Flag salute was led by Chairperson Martha Martin.

**AGENDA ADJUSTMENTS:**

None

**CONSENT AGENDA:**

1. Approval of August 4, 2020 Regular Board Meeting Minutes
2. Approval of August 4, 2020 Local BVFF&RO Meeting Minutes
3. Approval of August 5, 2020 Special Meeting Minutes
4. Approval of Financial Transactions
5. Excuse Absent Commissioner(s): Mike Berg, unexcused absence.

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

**OPEN TO PUBLIC:**

None

**CORRESPONDENCE:**

A brief discussion was held regarding the 2019 CRESA Annual Report.

**STAFF REPORT:**

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

COVID-19 screening procedures in the Chief's report were discussed.

Commissioner Taggart asked if Tender 95 was back in service. Chief Carnes referred the question to Assistant Chief Jacobs. Assistant Chief Jacobs stated Tender 95 is not back in service and discussed some of the mechanical issues Tender 95 experienced as referred to in Chief Carnes report.

Commissioner Seeds asked for information on the five sick days listed in Chiefs Carnes report.

Assistant Chief Jacobs gave his report as follows:

DOC training postponed until Clark County is in Phase 3.

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

We are separating the EST/Tender training for now.

August EST training will be on Monday, August 24, 2020, Station 93 at 7:00 PM  
August tender training will be on Wednesday, August 26, 2020, Station 93 at 7:00 PM

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

Nothing new to report.

**SAFETY REPORT:**

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

**FIRE DISTRICT BUSINESS:**

Adopt FY2021 Budget Calendar

A budget calendar was generated for the preparation of the 2021-year budget.

**Motion by Commissioner Seeds to adopt the FY2021 Budget Calendar, seconded by Commissioner Taggart. Motion passed unanimously.**

Purchase Request Approval – MDC Tablets

Chief Carnes asked for the Board's approval to purchase two MDC Tablets.

**Motion by Commissioner Taggart to approve the purchase of two MDC Tablets, seconded by Commissioner Petty. Motion passed unanimously.**

Station 95

Chief Carnes discussed the minor operational repairs the City of Washougal has made to Station 95 and the City of Washougal's request to share the expense of a plumber to scope the drainage system due to some drainage issues they have experienced. Chief Carnes let the Board know he did agree to share the cost of the expense to scope the drainage pipes.

New Squad Update

Assistant Chief Jacobs let the Board know the new squad changeover is within a day of being completed.

**COMMITTEE MEETINGS:**

Communication with Neighboring Elected Officials

City of 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

Thursday, September 3, 2020 at 2:00 PM via a Zoom Meeting

**COMMISSIONER COMMENTS:**

Commissioner Seeds expressed his concern regarding the proper protocol for an employee to return to work whose spouse tested positive for COVID-19 and stressed concern to follow all recommended procedures and guidelines. Chief Carnes stated all recommended guidance is being followed.

Chairperson Martin asked how the flu shots would be handled this year. Chief Carnes said he would check with Linda Durrett about the flu shots. Chairperson Martin discussed the recent Camas-Washougal Port meeting she attended. Chairperson Martin let those in attendance know about the Go Fund Me Page set up for the family whose home was a total loss due to fire. The home was in the Columbia River Gorge and had a glass blowing business at the same location.

Chairperson Martin announced the EMS Levy was a success, passing with a 70% yes vote.

Chief Carnes thanked Sherry Petty, Chair of the For Committee and the Labor Group for taking an active part to support the EMS Levy.

**OPEN TO PUBLIC:**

None

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

BVFF Pension Document for Linn Jacobs.

**ROUND TABLE:**

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

**EXECUTIVE SESSION:**

None

**ADJOURNMENT:**

Next Regular Board Meeting: September 1, 2020 Station 91, 6:30PM

**Motion by Commissioner Taggart to adjourn at 19:29 hours, seconded by Commissioner Seeds.  
Motion passed unanimously.**

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

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

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

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

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

**ATTEST:**

**DISTRICT SEAL:**

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

# EAST COUNTY FIRE & RESCUE

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

Draft Minutes  
August 18, 2020

### **CALL TO ORDER:**

Chairperson Martha Martin called the meeting to order at 19:24 via a Zoom meeting.

The following were in attendance:

Martha Martin  
Joshua Seeds  
Pam Jensen

Mike Taggart  
Chief Carnes

Sherry Petty  
Robert Jacobs

### **BUSINESS:**

BVFF Pension Document for Linn Jacobs

**Motion by Commissioner Taggart to approve the BVFF Pension Document for Linn Jacobs, seconded by Chairperson Martin. Motion passed unanimously.**

### **ADJOURNMENT:**

The Local Board adjourned at 19:25

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's Rep.  
Mike Carnes, Alternate

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

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**Pam Jensen**, District Secretary  
Mike Carnes, Alternate

**DISTRICT SEAL:**



# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

08/16/2020 To: 08/31/2020

Time: 08:00:32 Date: 08/25/2020  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
845	08/19/2020	Claims	6291	11870	ANNAS CONSULTANTS, INC	8,000.00	Invoice # 2783 Cascade system expansion tanks (4qty) w/storage rack for SCBA
					001 - 522 20 32 002 - Equipment	8,000.00	Cascade system expansion tanks (4qty) w/storage rack for SCBA
846	08/19/2020	Claims	6291	11871	CLARK COUNTY RISK MGMT GROUP	45.24	ECFR Portion Invoice 2020-13
					001 - 522 10 41 000 - State Audit Costs	45.24	ECFR Share of Risk Group's State Audit Costs (July 2020 hours billed)
847	08/19/2020	Claims	6291	11872	CLARK PUBLIC UTILITIES	888.53	Account # 7200-239-7; Account # 7177-363-4; Account # 7200-401-3
					001 - 522 50 43 091 - Electrical Service (St 91)	522.39	Usage 07/08/2020 - 08/07/2020
					001 - 522 50 43 093 - Electrical & Htg (St 93)	119.38	Usage 07/08/2020 - 08/07/2020
					001 - 522 50 43 094 - Electric & Heating (St 94)	246.76	Usage 07/08/2020 - 08/07/2020
848	08/19/2020	Claims	6291	11873	DAY MANAGEMENT CORPORATION	58.85	Invoice # INV641822 APP 1021
					001 - 594 22 64 000 - New Apparatus	58.85	APP 1021 - High Power NMO Mount And Connector
849	08/19/2020	Claims	6291	11874	LN CURTIS & SONS	144.07	Invoice # INV413630
					001 - 522 20 32 002 - Equipment	144.07	K-Tool Kit for APP 1014
850	08/19/2020	Claims	6291	11875	NI GOVERNMENT SERVICES, INC	30.28	Invoice # 20072952081
					001 - 522 20 41 001 - Satellite Phone	30.28	July Satellite Phone
851	08/19/2020	Payroll	6291	11876	OPEIU Local 11	58.30	Pay Cycle(s) 08/25/2020 To 08/25/2020 - OPEIU Dues
					001 - 589 99 99 000 - Payroll Clearing	29.15	
					001 - 589 99 99 000 - Payroll Clearing	29.15	
852	08/19/2020	Payroll	6291	11877	TRUSTEED PLANS SERVICE CORPORATION	957.48	Pay Cycle(s) 08/10/2020 To 08/25/2020 - Disability - FF
					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

10,182.75

	Claims:	9,166.97
	Payroll:	1,015.78

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

08/16/2020 To: 08/31/2020

Time: 08:02:29 Date: 08/25/2020  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
816	08/25/2020	Payroll	6291	EFT		3,554.81	
817	08/25/2020	Payroll	6291	EFT		226.00	
818	08/25/2020	Payroll	6291	EFT		2,290.80	
819	08/25/2020	Payroll	6291	EFT		3,132.82	
820	08/25/2020	Payroll	6291	EFT		871.28	
821	08/25/2020	Payroll	6291	EFT		805.52	
822	08/25/2020	Payroll	6291	EFT		2,046.16	
823	08/25/2020	Payroll	6291	EFT		2,609.06	
824	08/25/2020	Payroll	6291	EFT		615.72	
825	08/25/2020	Payroll	6291	EFT		3,730.66	
826	08/25/2020	Payroll	6291	EFT		2,468.70	
827	08/25/2020	Payroll	6291	EFT		559.13	
828	08/25/2020	Payroll	6291	EFT		1,402.47	
829	08/25/2020	Payroll	6291	EFT		235.77	
830	08/25/2020	Payroll	6291	EFT		235.77	
831	08/25/2020	Payroll	6291	EFT		3,031.56	
832	08/25/2020	Payroll	6291	EFT		938.38	
833	08/25/2020	Payroll	6291	EFT		235.77	
834	08/25/2020	Payroll	6291	EFT		844.29	
835	08/25/2020	Payroll	6291	EFT		226.00	
836	08/25/2020	Payroll	6291	EFT		3,111.41	
837	08/25/2020	Payroll	6291	EFT		523.29	
838	08/25/2020	Payroll	6291	EFT		1,866.18	
839	08/25/2020	Payroll	6291	EFT		2,237.25	
840	08/25/2020	Payroll	6291	EFT		1,780.99	
841	08/25/2020	Payroll	6291	EFT	IAFF2444	677.86	Pay Cycle(s) 08/25/2020 To 08/25/2020 - IAFF Dues
842	08/25/2020	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	11,596.70	Pay Cycle(s) 08/25/2020 To 08/25/2020 - DComp; Pay Cycle(s) 08/25/2020 To 08/25/2020 - PERS2; Pay Cycle(s) 08/25/2020 To 08/25/2020 - PERS3; Pay Cycle(s) 08/25/2020 To 08/25/2020 - LEOFF2
843	08/25/2020	Payroll	6291	EFT	IRS	8,545.88	941 Deposit for Pay Cycle(s) 08/25/2020 - 08/25/2020
844	08/25/2020	Payroll	6291	EFT	OR Department of Revenue	536.00	Pay Cycle(s) for OR Tax08/25/2020 - 08/25/2020
001 General Fund						60,936.23	
						60,936.23	Payroll: 60,936.23

# Chief's Report

9-1-2020

Calls since last Commissioner meeting, **40**

EMS: 23

Fire: 4

Other: 13

Calls YTD: 2020- **727**

Mutual and Auto aid 22%      Year to date 23%, 166 calls

## Staff Overtime Numbers:

Budget Amount: **\$87,000.00**

Used YTD:      **\$96,482.40**

% Used:      **110.90%**

- Brown outs since last meeting: **0**

13 callback shifts (7-Sick, 4-Vac, 2 move)  
Covered by 13 OT Shifts

- I attended a Clark County Chiefs meeting via Zoom on Wednesday, August 19.
- Washougal's National Moto-X that was scheduled for August 20-22 was cancelled at the last minute due to COVID-19 concerns. ECFR did not need to staff up for that weekend.
- Crews are continuing with our annual hose testing at Station 91.
- Crews responded to two separate rescues up in the Jones Creek area this last week. One call ended up having five patients.
- On August 21, our probationary full time firefighter resigned due to personal reasons. Staff is currently working on a process to fill the position as soon as possible.

## AC Jacobs Report

9-1-2020

DOC training postponed until Clark County is in phase 3.

August EST training was 8-24-2020

We are separating the EST/tender training until further notice.

September EST training 9-29-2020 Sta.93 7 PM.

August tender training was 8-31-2020.

September tender training 9-28-2020 Sta. 93 7 PM.

### Safety Report

Last safety committee meeting was 8-27-2020.

Next safety committee meeting will be 10-29-2020 Sta. 91 7:30 PM.

No reported accidents/incidents since your last board meeting.

# Washougal's request for repairs for Station 95

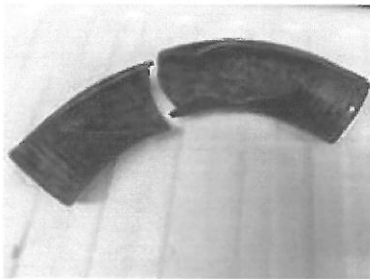
Request made by Michelle Wright, Assistant Public Works Director

Note: These are estimates from one vender only

Clark County Plumbing (please note video included)	\$14,896.33
Drywall repair (from plumbing fix)	\$5,000.00
Water Heater	\$3,929.00
<b>Total cost to fix pipes and replace water heater</b>	<b>\$23,825.33</b>

The plumbing quote is to replace all drainage lines in the building to the concrete level. This was the suggestion of the plumber.

Below is a picture of an elbow that was leaking. The city has replaced the elbow. This is why the city requesting for all the plumbing be replaced.



Video inspection of the lines under the concrete showed no concerns. This is good news and leads me to believe replacing all the indoor plumbing at this time may be premature.

The hot water heater did not function properly when first used by the city. The Plumber recommended replacing it. However, it is properly functioning at this time. See attached photo. Water heater was manufactured in 2002.



Sep 2020 - East County Fire & Rescue

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		<b>Sep 1</b> C SHIFT	<b>2</b> A SHIFT	<b>3</b> B SHIFT	<b>4</b> C SHIFT	<b>5</b> A SHIFT
		<b>Events</b> Commissioner Meeting Station 91 18:30 - 21:00	<b>Events</b> Strategic Planning Meetin. Station 91 14:00 - 16:00			
<b>6</b> B SHIFT	<b>7</b> C SHIFT	<b>8</b> A SHIFT	<b>9</b> B SHIFT	<b>10</b> C SHIFT	<b>11</b> A SHIFT	<b>12</b> B SHIFT
<b>13</b> C SHIFT	<b>14</b> A SHIFT	<b>15</b> B SHIFT	<b>16</b> C SHIFT	<b>17</b> A SHIFT	<b>18</b> B SHIFT	<b>19</b> C SHIFT
		<b>Events</b> Commissioner Meeting Station 91 18:30 - 21:00			<b>Events</b> POW/MIA flag 07:00 - 07:00	
<b>20</b> A SHIFT	<b>21</b> B SHIFT	<b>22</b> C SHIFT	<b>23</b> A SHIFT	<b>24</b> B SHIFT	<b>25</b> C SHIFT	<b>26</b> A SHIFT
<b>27</b> B SHIFT	<b>28</b> C SHIFT	<b>29</b> A SHIFT	<b>30</b> B SHIFT			

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