

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

February 15, 2022

Station 91

6:30 PM

AGENDA

Held virtually due to COVID-19

Dial 1-253-215-8782; Meeting ID 862 5779 5728 Passcode 946999

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of February 1, 2022 Regular Board Meeting Minutes.
2. Approval of February 1, 2022 Local BVFF Meeting Minutes.
3. Approval of February 2, 2022 Strategic Planning Meeting
4. Approval of Financial Transactions.
5. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Carnes

Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

This Meeting is Being Recorded.

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

Page # 1 of 2

FIRE DISTRICT BUSINESS:

- Approve Policy
 - 00.1.2 Compensation for Commissioners
 - 00.1.3 Commissioner Conduct Policy
- Approve 2022 CBA
- Resolution #298-02152022 Surplus Equipment –See Attachment “A”

COMMITTEE MEETINGS:

- Communication with Neighboring Elected Officials
 - Camas – TBA
 - City of Washougal –TBA
 - Risk Group – TBA
 - 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 Meeting March 2, 2022, 3:00 PM

EXECUTIVE SESSION:

ADJOURNMENT:

Next Regular Board Meeting: March 1, 2022 Station 91 at 6:30 PM.



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 February 15, 2022**

1. Minutes –

- February 1, 2022 Regular Board Meeting
- February 1, 2022 Local BVFF Meeting
- February 2, 2022 Strategic Planning Workshop Meeting

2. Invoices

- \$8,233.21
 - i. Check Nos. 14137 - 14149 dated February 9, 2022

3. Approved Commissioner Stipends February 25th Pay Date

Name	For the Period February 1 – February 15					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Hofmaster	2	1	0	0	0	3
Martin	2	1	0	0	0	3
Petty	2	1	0	0	0	3
Seeds	2	1	0	0	0	3
Taggart	2	1	0	0	0	3

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's

- \$67,191.00 (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

February 1, 2022

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin
Sherry Petty
Debbie Macias
Station 94 Duty Crew

Mike Taggart
Chief Carnes
Steve Hofmaster

Joshua Seeds
Robert Jacobs
Station 91 Duty Crew

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 18:31 via Zoom Meeting.
Chairperson Martha Martin led the Flag salute.

AGENDA ADJUSTMENTS:

None

CONSENT AGENDA:

Approval of January 18, 2022 Regular Board Meeting Minutes.
Approval of January 18, 2022 Local BVFF&RO Meeting Minutes.
Approval of Financial Transactions.
Excuse Absent Commissioner(s):

Motion by Commissioner Taggart to approve the consent agenda, seconded by Commissioner Hofmaster. 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:

DOC training postponed until allowed by state mandate guidelines.

The new squad assembly progressing nicely: completion is delayed because we are waiting on delivery of electrical parts and GPS antenna for MDC.

January EST/Tender training was held on January 27, 2022 at Station 93 at 7 PM.

February EST/Tender training will be on February 21, 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.

FIRE DISTRICT BUSINESS:

Purchase Request Approval – Seek Firepro X TIC

Chief Carnes asked for the Board’s approval to purchase (12) Seek Firepro X TIC.

Motion by Commissioner Taggart to approve the purchase of (12) Seek Firepro X TIC seconded by Commissioner Seeds. Motion passed unanimously.

Purchase Request Approval – Replace (2) outdated AED’s

Chief Carnes asked for the Board’s approval to purchase (2) outdated AED’s – to be purchased once the grant funds from Firehouse Subs is received.

Motion by Commissioner Seeds to approve the purchase of (2) outdated AED’s seconded by Commissioner Hofmaster. Motion passed unanimously.

Finalize Job Announcement for Chief Position

Chief Carnes discussed the finalization of the job announcement for the Chief Position; the last thing to put on the announcement is the salary range. He shared a spreadsheet with salary ranges for 2020 throughout the State of Washington. Commissioner Martin asked if the Chief had information on what the salary range is for a Chief with a similar size district and budget. Chief said he had not looked at it from that point of view, he said he can get that information together and bring the information to the Strategic Planning Meeting on February 2, 2022. Discussion ensued.

RDPO Regional Fire Risk Assessment

Chief Carnes discussed the RDPO Regional Fire Risk Assessment, which stems from the several fires that happened last year. Several counties got together to discuss prevention. Clark County was included to be a part of the group. Four or five counties got together and were able to get a grant, so they hired a company to put together a risk assessment. We will need to do some research for them regarding our area. The period is short so Chief said that he would need to get working on it right away. Commissioner Martin asked if there was someone to help, Chief said that he is not sure how someone could help yet but as he dives into it, he may need someone. Commissioner Taggart said that he has done some similar things like this in the past and could help the Chief. Discussion ensued.

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials

City of Camas – TBA

City of Washougal –TBA

Risk Group

TBA

Safety Committee Representative

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

Revenue Exploratory Committee

TBA

ECAAB

TBA

COMMISSIONER COMMENTS:

Commissioner Seeds commented on toxic chemicals, potential exposure to our firefighters, PFAS is in the firefighting foam, and it is in the lining of the turnouts, he will find the most recent news articles on this to share with us at the Strategic Planning Meeting on 02/02/2022. Alternative turnouts are on the way nationwide. State legislatures are starting to act. Some of the National Fire Fighter Associations are paying attention to this; they want to get this toxic chemical off the skins of firefighters. Discussion ensued.

Commissioner Martin commented on the Agenda for the Strategic Planning Workshop regarding the State of the District Column, she would like some ideas brought to the meeting on 02/02/2022 for this column.

OPEN TO PUBLIC:

Firefighter Harrington did mention that he is in charge of the turnout replacement and that he has done some research on alternative turnouts and he would send that information to Commissioner Seeds.

AC Jacobs commented that he will be absent from the next board meeting.

Chief Carnes commented that the labor negotiations are completed as far as getting everything in writing, as to what was agreed upon it will be sent to the group for ratification then sent back after seven days for voting.

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

No New Business.

ROUND TABLE:

Monthly Event Calendar.

Strategic Planning Workshop Meeting.

ADJOURNMENT:

Next Regular Board Meeting: February 15, 2022 Station 91, 6:30 PM via Zoom.

Motion by Commissioner Petty to adjourn at 19:32 hours, seconded by Commissioner Taggart.

Motion passed unanimously.

Martha Martin, Chairperson

Joshua Seeds, Vice Chair

Sherry Petty, Commissioner

Steve Hofmaster, 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
February 1, 2022

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 19:03 at Station 91.

The following were in attendance:

Martha Martin
Steve Hofmaster
Robert Jacobs
Station 94 Duty Crew

Mike Taggart
Sherry Petty
Debbie Macias

Joshua Seeds
Mike Carnes
Station 91 Duty Crew

BUSINESS:

No new business.

ADJOURNMENT:

The Local Board adjourned at 19:30.

Respectfully Submitted,

Mike Taggart, Commissioner,
Sherry Petty, Alternate

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

Bob Jacobs, Chief is Rep.
Mike Carnes, Alternate

Martha Martin, Chairperson
Joshua Seeds, Alternate

DISTRICT SEAL:

Debbie Macias, District Secretary
Mike Carnes, Alternate

EAST COUNTY FIRE & RESCUE

SPECIAL BOARD OF FIRE COMMISSIONERS MEETING

February 2, 2022

Station 91

Draft Minutes

ATTENDANCE:

Martha Martin
Joshua Seeds
Pam Jensen
Duty Crew Station 94

Mike Taggart
Steve Hofmaster
Debbie Macias

Sherry Petty
Chief Carnes
Duty Crew Station 91

Held virtually due to COVID-19

CALL TO ORDER: 15:02

Chairperson Martha Martin called the meeting to order for the Strategic Planning Workshop.

Chief Carnes began sharing a spreadsheet on salary range without benefits for a Chief with a similar AV and tax revenue closest to East County Fire and Rescue throughout the whole State of Washington for current salary for 2020, which is the most recent update.

Commissioner Martin also shared some numbers from Bureau of Labor and Statistics from 2021 their mean is 106,920 and some ranges from salary.com and payroll.com for the State of Washington is \$82,949-\$107,261 for 2022. The median is \$87,170. Commissioner Martin asked for the Boards feedback on where they think we should start the range at for the job announcement. The Board agreed on \$90,000-\$115,000. Discussion ensued.

Chairperson Martha Martin asked for some input to put in the State of the District Column.

Some of the ideas were as follows:

Commissioner Seeds stated he would like the district to know we stewarded taxpayers' dollars by finishing the sale of an unused fire station and paid off a bond. We should be proud of that and of making the district financially sustainable.

Commissioner Taggart stated we should mention the use of the squads, how responding to calls in them saves, wear and tear on the engines. In addition, noting the utilization on the squads, we replaced the chassis, which is a huge savings.

Chief Carnes mentioned that we replaced some big-ticketed items this last year. HVAC system at Station 94 and the Server at Station 91.

Chief Carnes stated we could share on our partnership with DNR to work on prevention of wild fires. Also, allowing them to park their Fire Engines at Station 93 to be proactive if a fire broke out.

Commissioner Martin stated we could share the retirement of a longtime administrative employee and the retirement of a long time Commissioner as well.

Discussion ensued.

Chief Carnes discussed our schedule on replacing turnouts for the firefighters. He shared a spreadsheet on what the schedule looks like to start replacing the turnouts with safer ones.

Commissioner Seeds discussed the turnout standards, how we want to get the turnouts to be safer for the firefighters.

Part of getting the new turnouts is manufactures getting them sent in a timely manner.

Commissioner Seeds also shared some safe practices the firefighters are doing to help prevent long exposure to toxic chemicals.

Commissioner Seeds also wanted to thank firefighter Harrington for his diligent work in researching the turnouts and implementing the safe practices.

Discussion ensued.

Chief Carnes spoke about the new laws for 2021 on Health Equity Training, it is in effect for 2021 for the Department of Health to make sure that we recognize and have training into our ongoing OTEP that covers Health Equity Training.

Discussion ensued.

Chief Carnes spoke about Public Outreach for 2022 in regards to East County Fire and Rescue.

Some ideas to do this during the COVID-19 situation are, creating a few two to three minute movies that we can put on Facebook and on our website. Examples would be engine tours and station tours.

Another idea is to do the Newsletter for spring and fall.

Commissioner Taggart asked if we are going to do any summertime outreach. Chief Carnes said that if by summertime the COVID-19 numbers have dropped we are certainly open to do an Open House.

Discussion ensued.

Chief Carnes asked that the policies to review to be shared on the screen.

Commissioners reviewed the following polices, Compensation for Commissioners #00.1.2 and Board of Commissioners Governing Rules Ethics Policy #00.1.3. These policies will be brought forward with clean copies for final action at the February 15, 2022 Board Meeting.

Commissioner Martin asked if we check with Brian Snure to see if we are missing any policies or any updates.

Discussion ensued.

Public Comment:

No comments.

Meeting adjourned 16:35

Respectfully Submitted,

Martha Martin, Chairperson

Steve Hofmaster, Commissioner

Michael Taggart, Commissioner

Sherry Petty, Commissioner

Joshua Seeds, Commissioner

ATTEST:

DISTRICT SEAL:

Debbie Macias, District Secretary

CHECK REGISTER

East County Fire & Rescue

Time: 15:28:25 Date: 02/15/2022

02/01/2022 To: 02/28/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
141	02/09/2022	Claims	6291	14137	BI-MART CORPORATION	43.34	Invoice # 101066100 - Mattress pads (2) for station 94
					001 - 522 10 31 000 - Furniture/Appliances	43.34	Mattress pads (2) for station 94
142	02/09/2022	Claims	6291	14138	CLARK COUNTY AUTO & TRUCK SUPPLY INC	40.39	Acct # 12400 01-2022
					001 - 522 60 43 000 - Small Engine Repair	15.47	Spark Plugs and Sparkplug Socket for PPV fan on App 1014
					001 - 522 60 48 000 - Vehicle Repair & Maint	24.92	Coolant for Station 94
143	02/09/2022	Claims	6291	14139	HI-WAY FUEL	436.16	Account # 710 01.2022
					001 - 522 20 36 000 - Diesel / Gas	436.16	Fuel Charge for January 2022
144	02/09/2022	Claims	6291	14140	McGavick Graves, P.S.	120.00	Invoice # 29122 Matter 35585 -1/23/22 Review correspondence from Chief Carnes regarding the TA'd CBA; telephone conference with the Chief regarding the same.
					001 - 522 10 42 000 - Legal Services	120.00	Matter 35585 -1/23/22 Review correspondence from Chief Carnes regarding the TA'd CBA; telephone conference with the Chief regarding the same.
145	02/09/2022	Claims	6291	14141	NI GOVERNMENT SERVICES, INC	30.28	Invoice # 21122952081
					001 - 522 20 41 001 - Satellite Phone	30.28	December 2021 Service
146	02/09/2022	Claims	6291	14142	SNURE LAW OFFICE, PSC	82.50	Review of email, research and reply re: OPMA salary discussions.
					001 - 522 10 42 000 - Legal Services	82.50	Review of email, research and reply re: OPMA salary discussions.
147	02/09/2022	Claims	6291	14143	STANLEY CONVERGENT SECURITY SOLUTIONS, I	102.48	Invoice # 6002130073 (formerly Monitored By Advantage Protection-Stanley Acquired The Monitoring).
					001 - 522 50 41 093 - Monitoring (St 93)	102.48	Quarterly Monitoring 3/1/2022-5/31/2022
148	02/09/2022	Claims	6291	14144	STAPLES ADVANTAGE	42.94	Invoice # 3497801394
					001 - 522 10 30 000 - Office Supplies	42.94	Office Supplies EZtouch Stapler for Station 91 and Highlighters and Thermal Pouches for Station 94
149	02/09/2022	Claims	6291	14145	U.S. BANK (One Card)	5,589.98	Account ending in 3017 - February 7, 2022 Statement.
					001 - 522 10 30 000 - Office Supplies	6.45	Amazon - Lamination Carrier Pouch for use w/lamination sheets for Station 94
					001 - 522 10 30 001 - Postage	3.30	USPS - Postage for 1099 to IRS & Kent PERS paperwork
					001 - 522 10 30 002 - UPS/Federal Express	15.79	UPS Store - Ship air sample to Lawrence factor
					001 - 522 10 32 000 - Cleaning and Sanitation	31.21	Amazon - Car Wash Brush for Station 94
					001 - 522 10 33 000 - Computer/Software/Supplies	35.15	MX Guardian - Monthly fee for spam filter
					001 - 522 10 33 000 - Computer/Software/Supplies	16.14	Zoom - Video streaming for board meetings due to COVID-19
					001 - 522 10 33 000 - Computer/Software/Supplies	138.86	Backup Assistant - Onsite & Cloud backup software
					001 - 522 10 33 000 - Computer/Software/Supplies	514.16	Sonic Wall - Software for prevention & application control & gateway, anti-malware intrusion prevention

CHECK REGISTER

East County Fire & Rescue

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02/01/2022 To: 02/28/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 10 40 001		- Computer/Website Mtce & Rep	108.35	GoDaddy.us domain renewal
			001 - 522 10 43 000		- Medical/Drug Screen/Vaccinati	78.09	Walgreens - COVID-19 Home Tests
			001 - 522 10 44 000		- Professional Services	139.97	NW Pest Control - Rodent Control for Station 93
			001 - 522 20 25 001		- FF Uniforms	11.84	Amazon - Physical Fitness Sweats - QTY. 1 - Size Medium for Stock
			001 - 522 20 25 001		- FF Uniforms	23.68	Amazon - Physical Fitness Sweats - QTY. 2 size large (1-Harrington) (1-Stock)
			001 - 522 20 31 000		- Food and Water	52.16	Chevron/FernPrairie Market - Sandwiches, chips and gatorade for crew @ Zeek Rd. fire
			001 - 522 20 41 002		- Verizon MDC Cards	160.04	Verizon - MDC Cards
			001 - 522 20 41 003		- Cell Phones E91 & E94	100.06	Verizon - Cell Phones E91 & E94
			001 - 522 45 30 000		- Books/Periodicals (Training)	321.30	IFSTA - Fire Protection Publications - Pumping Manual for New PT Firefighters
			001 - 522 45 43 000		- Tuition	495.00	MSA Safety Sales - SCBA Virtual Class - Prasch
			001 - 522 50 42 091		- Comcast Tel/Internet (St 91)	351.08	Comcast - January Billing Station 91
			001 - 522 50 42 093		- Comcast Tel/Internet (St 93)	305.23	Comcast - January Billing for Station 93
			001 - 522 50 42 094		- Comcast Tel/Internet (St 94)	326.22	Comcast - January Billing for Station 94
			001 - 522 50 43 093		- Electrical & Htg (St 93)	650.68	Clark Public Utilites - January Billing for Station 93
			001 - 522 50 43 094		- Electric & Heating (St 94)	776.52	Clark Public Utilities - January Billing for Station 94
			001 - 522 50 44 091		- Garbage (St 91)	133.49	Waste Connections - January Billing Station 91
			001 - 522 50 44 094		- Garbage (St 94)	61.94	Waste Connections - January Billing for Station 94
			001 - 522 60 48 022		- New Squad (1022)	733.27	CDW-G - MDC Mount (Havis) for S94 New Squad App. #1022
150	02/09/2022	Claims	6291	14146	WEX BANK	704.70	Invoice # 78275512
			001 - 522 20 36 000		- Diesel / Gas	704.70	January/February Fuel Expense
151	02/09/2022	Payroll	6291	14147	OPEIU Local 11	59.90	Pay Cycle(s) 02/10/2022 To 02/10/2022 - OPEIU Dues
			001 - 589 99 99 000		- Payroll Clearing	29.95	
			001 - 589 99 99 000		- Payroll Clearing	29.95	
152	02/09/2022	Payroll	6291	14148	TRUSTEED PLANS SERVICE CORPORATION	930.54	Pay Cycle(s) 12/10/2021 To 12/25/2021 - 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	65.63	
			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	83.15	
			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	90.05	
153	02/09/2022	Payroll	6291	14149	WASHINGTON COUNCIL OF POLICE	50.00	Pay Cycle(s) 02/10/2022 To 02/25/2022 - WACOPS - Invoice # 22393
			001 - 522 20 26 001		- FF Disability	5.00	
			001 - 522 20 26 001		- FF Disability	5.00	
			001 - 522 20 26 001		- FF Disability	5.00	
			001 - 522 20 26 001		- FF Disability	5.00	

CHECK REGISTER

East County Fire & Rescue

Time: 15:28:25 Date: 02/15/2022

02/01/2022 To: 02/28/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 522 20 26 001 - FF Disability				5.00	
		001 - 522 20 26 001 - FF Disability				5.00	
		001 - 522 20 26 001 - FF Disability				5.00	
		001 - 522 20 26 001 - FF Disability				5.00	
		001 - 522 20 26 001 - FF Disability				5.00	
		001 - 522 20 26 001 - FF Disability				5.00	
		001 - 522 20 26 001 - FF Disability				5.00	
		001 General Fund				8,233.21	
						<u>8,233.21</u>	Claims: 7,192.77
							Payroll: 1,040.44

CHECK REGISTER

East County Fire & Rescue

Time: 10:51:40 Date: 02/07/2022

02/01/2022 To: 02/15/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo	
105	02/10/2022	Payroll	6291	EFT		3,766.20		
106	02/10/2022	Payroll	6291	EFT		2,978.84		
107	02/10/2022	Payroll	6291	EFT		3,465.96		
108	02/10/2022	Payroll	6291	EFT		1,652.15		
109	02/10/2022	Payroll	6291	EFT		3,178.94		
110	02/10/2022	Payroll	6291	EFT		2,946.74		
111	02/10/2022	Payroll	6291	EFT		350.70		
112	02/10/2022	Payroll	6291	EFT		1,792.78		
113	02/10/2022	Payroll	6291	EFT		782.09		
114	02/10/2022	Payroll	6291	EFT		953.56		
115	02/10/2022	Payroll	6291	EFT		1,345.99		
116	02/10/2022	Payroll	6291	EFT		116.90		
117	02/10/2022	Payroll	6291	EFT		794.59		
118	02/10/2022	Payroll	6291	EFT		116.90		
119	02/10/2022	Payroll	6291	EFT		2,693.99		
120	02/10/2022	Payroll	6291	EFT		116.90		
121	02/10/2022	Payroll	6291	EFT		3,341.09		
122	02/10/2022	Payroll	6291	EFT		116.90		
123	02/10/2022	Payroll	6291	EFT		912.16		
124	02/10/2022	Payroll	6291	EFT		4,342.28		
125	02/10/2022	Payroll	6291	EFT		781.30		
126	02/10/2022	Payroll	6291	EFT		885.10		
127	02/10/2022	Payroll	6291	EFT		2,188.79		
128	02/10/2022	Payroll	6291	EFT		2,992.99		
129	02/10/2022	Payroll	6291	EFT	IAFF2444	669.94	Pay Cycle(s) 02/10/2022 To 02/10/2022 - IAFF Dues	
130	02/10/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	13,132.15	Pay Cycle(s) 02/10/2022 To 02/10/2022 - DComp; Pay Cycle(s) 02/10/2022 To 02/10/2022 - PERS2; Pay Cycle(s) 02/10/2022 To 02/10/2022 - PERS3; Pay Cycle(s) 02/10/2022 To 02/10/2022 - LEOFF2	
131	02/10/2022	Payroll	6291	EFT	IRS	9,533.07	941 Deposit for Pay Cycle(s) 02/10/2022 - 02/10/2022	
132	02/10/2022	Payroll	6291	EFT	OR Department of Revenue	542.00	Pay Cycle(s) for OR Tax: 02/10/2022 - 02/10/2022	
133	02/10/2022	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 02/10/2022 To 02/10/2022 - WA Child Support	
						67,191.00		
001 General Fund								
						67,191.00	Payroll:	67,191.00

2022 BUDGET POSITION

East County Fire & Rescue

Time: 15:59:24 Date: 02/09/2022

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001 General Fund		Months: 01 To: 01			
Revenues	Amt Budgeted	Revenues	Remaining		
310 Taxes					
311 10 00 000	Leasehold Excise Tax	5,000.00	2,040.67	2,959.33	40.8%
311 10 00 001	Property Tax Collected	2,894,760.00	7,478.27	2,887,281.73	0.3%
311 10 00 002	Property Tax - Delinquent	10,000.00	0.00	10,000.00	0.0%
311 10 00 003	Admin Refund (CC Treasurer)	0.00	15.77	(15.77)	0.0%
311 10 00 004	Timber Excise Tax	5,000.00	0.00	5,000.00	0.0%
310 Taxes		2,914,760.00	9,534.71	2,905,225.29	0.3%
330 Intergovernmental Revenues					
332 15 60 000	Steigerwald Wildlife Reserve	583.00	0.00	583.00	0.0%
334 04 90 000	EMS Participation Grant	1,260.00	0.00	1,260.00	0.0%
395 10 00 000	DNR Timber Sales	3,000.00	389.17	2,610.83	13.0%
330 Intergovernmental Revenues		4,843.00	389.17	4,453.83	8.0%
340 Charges For Services					
342 21 00 001	Wildland Firefighting-Personnel	5,000.00	1,128.50	3,871.50	22.6%
342 21 00 002	Wildland Firefighting-Equipment	5,000.00	0.00	5,000.00	0.0%
342 21 00 003	Ntnl Motocross Standby	2,100.00	0.00	2,100.00	0.0%
342 21 00 004	State School Fee	1,047.00	0.00	1,047.00	0.0%
340 Charges For Services		13,147.00	1,128.50	12,018.50	8.6%
360 Misc Revenue					
361 10 00 000	Investment Interest (General Fund)	12,000.00	834.27	11,165.73	7.0%
362 00 00 000	DNR Timber Rents	0.00	0.00	0.00	0.0%
362 00 00 001	Station Use Fee	0.00	0.00	0.00	0.0%
367 00 00 000	Contributions & Donations	150.00	0.00	150.00	0.0%
369 10 00 000	Sale of Junk & Salvage	5,000.00	0.00	5,000.00	0.0%
369 91 00 000	Prior Year Refunds/Other Misc	50.00	0.00	50.00	0.0%
369 91 00 001	Other Misc. Revenue	50.00	0.00	50.00	0.0%
369 91 00 002	BVFF Refund for Vol Phys Exam	200.00	0.00	200.00	0.0%
369 91 00 003	US Bank Rebate	0.00	0.00	0.00	0.0%
360 Misc Revenue		17,450.00	834.27	16,615.73	4.8%
390 Other Revenues					
395 20 00 000	Insurance Claim	0.00	0.00	0.00	0.0%
390 Other Revenues		0.00	0.00	0.00	0.0%
397 Interfund Transfers					
397 00 00 003	Transfer From Apparatus Reserve	9,183.00	0.00	9,183.00	0.0%
397 Interfund Transfers		9,183.00	0.00	9,183.00	0.0%
Fund Revenues:		2,959,383.00	11,886.65	2,947,496.35	0.4%

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East County Fire & Rescue

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001 General Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining
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100 Administration

110 Commissioners

522 10 11 001	Commissioner Wages	35,200.00	2,176.00	33,024.00	6.2%
522 10 21 001	Commissioner Payroll Benefits	2,693.00	166.48	2,526.52	6.2%
522 10 48 001	Commissioner Mileage	700.00	0.00	700.00	0.0%
522 10 48 002	Commissioner Meals	820.00	0.00	820.00	0.0%
522 10 48 003	Commissioner Lodging	2,550.00	0.00	2,550.00	0.0%
522 10 48 004	Commissioner Dues/Memberships	2,500.00	2,500.00	0.00	100.0%
522 10 48 005	Commissioner Tuition	3,460.00	0.00	3,460.00	0.0%
110 Commissioners		47,923.00	4,842.48	43,080.52	10.1%

210 Wages & Benefits

522 10 10 001	Admin Wages	218,680.00	16,683.94	201,996.06	7.6%
522 10 14 001	Admin Overtime	2,000.00	133.85	1,866.15	6.7%
522 10 19 001	Admin Deferred Comp	13,684.00	1,042.70	12,641.30	7.6%
522 10 20 001	Admin Unemployment/Medicare	6,346.00	302.29	6,043.71	4.8%
522 10 22 001	Admin Medical Insurance	61,676.00	8,037.66	53,638.34	13.0%
522 10 25 001	Admin Uniforms	300.00	0.00	300.00	0.0%
522 10 26 001	Admin Disability	2,700.00	0.00	2,700.00	0.0%
522 10 26 002	Admin Retirement PERS	9,680.00	804.96	8,875.04	8.3%
522 10 27 001	Admin VEBA	3,000.00	3,000.00	0.00	100.0%
522 10 28 001	Admin Retirement LEOFF	6,694.00	530.38	6,163.62	7.9%
522 10 29 001	Admin L&I	850.00	183.10	666.90	21.5%
210 Wages & Benefits		325,610.00	30,718.88	294,891.12	9.4%

220 Supplies & Services

522 10 24 001	Magellan - EAP	2,380.00	595.04	1,784.96	25.0%
522 10 30 000	Office Supplies	1,000.00	169.11	830.89	16.9%
522 10 30 001	Postage	450.00	2.36	447.64	0.5%
522 10 30 002	UPS/Federal Express	200.00	0.00	200.00	0.0%
522 10 31 000	Furniture/Appliances	5,000.00	0.00	5,000.00	0.0%
522 10 32 000	Cleaning and Sanitation	2,400.00	171.77	2,228.23	7.2%
522 10 33 000	Computer/Software/Supplies	4,000.00	48.44	3,951.56	1.2%
522 10 34 000	Incentives And Awards	3,750.00	69.33	3,680.67	1.8%
522 10 40 000	BIAS Financial Software	7,660.00	0.00	7,660.00	0.0%
522 10 40 001	Computer/Website Mtce & Repair	8,500.00	0.00	8,500.00	0.0%
522 10 40 002	Copier Mtce	300.00	0.00	300.00	0.0%
522 10 41 000	State Audit Costs	14,385.00	0.00	14,385.00	0.0%
522 10 42 000	Legal Services	6,000.00	598.50	5,401.50	10.0%
522 10 43 000	Medical/Drug Screen/Vaccinations	9,000.00	367.78	8,632.22	4.1%
522 10 44 000	Professional Services	23,971.00	0.00	23,971.00	0.0%
522 10 46 000	Taxes and Assessments	1,275.00	0.00	1,275.00	0.0%
522 10 49 000	Admin Tuition/Registration	1,500.00	0.00	1,500.00	0.0%
522 10 49 001	Admin Training Travel	600.00	0.00	600.00	0.0%
522 10 49 002	Admin Training Meals	400.00	0.00	400.00	0.0%
522 10 49 003	Admin Training Lodging	975.00	0.00	975.00	0.0%
522 20 42 000	Advertising	600.00	0.00	600.00	0.0%

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East County Fire & Rescue

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001 General Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 20 42 001 Legal Notices	100.00	0.00	100.00	0.0%
522 20 45 001 Election Fees	6,000.00	0.00	6,000.00	0.0%
522 20 46 000 Bldgs/Liability/Equip Insuranc	45,000.00	0.00	45,000.00	0.0%
522 20 49 000 NFIRS/Fire Manager/Target Solutions	13,303.00	13,104.71	198.29	98.5%
220 Supplies & Services	158,749.00	15,127.04	143,621.96	9.5%
100 Administration	532,282.00	50,688.40	481,593.60	9.5%

200 Operations

210 Wages & Benefits

522 20 10 001 Firefighter Wages	1,023,262.00	78,544.72	944,717.28	7.7%
522 20 14 001 FF Overtime	230,000.00	17,655.25	212,344.75	7.7%
522 20 19 001 Capt Deferred Comp	24,647.00	1,997.02	22,649.98	8.1%
522 20 20 001 FF Unemployment/Medicare	50,065.00	2,207.69	47,857.31	4.4%
522 20 22 001 FF Medical Insurance	191,642.00	28,122.97	163,519.03	14.7%
522 20 25 001 FF Uniforms	6,500.00	300.85	6,199.15	4.6%
522 20 26 001 FF Disability	12,887.00	980.54	11,906.46	7.6%
522 20 26 002 FF Retirement PERS	16,254.00	1,191.67	15,062.33	7.3%
522 20 27 001 FF VEBA	10,000.00	10,000.00	0.00	100.0%
522 20 28 001 FF Retirement LEOFF	58,019.00	4,588.27	53,430.73	7.9%
522 20 29 001 FF L&I	54,268.00	11,797.23	42,470.77	21.7%
210 Wages & Benefits	1,677,544.00	157,386.21	1,520,157.79	9.4%

215 Volunteer Benefits

522 20 11 001 Volunteer Stipends	19,770.00	2,243.75	17,526.25	11.3%
522 20 21 001 Medicare/SS Vol	1,515.00	167.57	1,347.43	11.1%
522 20 23 001 Intern Tuition Assistance	9,000.00	0.00	9,000.00	0.0%
215 Volunteer Benefits	30,285.00	2,411.32	27,873.68	8.0%

220 Supplies & Services

522 20 30 000 Maps/Books/ Periodicals	550.00	0.00	550.00	0.0%
522 20 31 000 Food and Water	1,500.00	88.71	1,411.29	5.9%
522 20 32 000 Expendable Equipment	1,000.00	30.36	969.64	3.0%
522 20 32 001 Other Operating Supplies	4,000.00	47.39	3,952.61	1.2%
522 20 32 002 Equipment	65,000.00	204.29	64,795.71	0.3%
522 20 32 003 Tech Rescue Equipment	3,000.00	0.00	3,000.00	0.0%
522 20 32 004 Hose & Nozzles	2,000.00	0.00	2,000.00	0.0%
522 20 33 000 Volunteer Uniforms	750.00	0.00	750.00	0.0%
522 20 33 001 T-Shirts/Sweatshirts	1,500.00	683.92	816.08	45.6%
522 20 34 000 Bldg Supplies/Facility Misc	1,500.00	116.36	1,383.64	7.8%
522 20 35 000 Address Signs	500.00	34.41	465.59	6.9%
522 20 36 000 Diesel / Gas	20,000.00	1,007.41	18,992.59	5.0%
522 20 38 000 Turn-Outs	12,000.00	0.00	12,000.00	0.0%
522 20 38 001 PPE Accessories	3,000.00	117.59	2,882.41	3.9%
522 20 40 000 Radio Dispatch	37,439.00	0.00	37,439.00	0.0%

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East County Fire & Rescue

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001 General Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining
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220 Supplies & Services

522 20 41 001	Satellite Phone	375.00	0.00	375.00	0.0%
522 20 41 002	Verizon MDC Cards	2,040.00	160.04	1,879.96	7.8%
522 20 41 003	Cell Phones E91 & E94	1,224.00	100.06	1,123.94	8.2%
522 20 44 001	Dues/Memberships	4,000.00	3,320.50	679.50	83.0%
522 20 45 000	Volunteer Pensions	1,000.00	570.00	430.00	57.0%
220 Supplies & Services		162,378.00	6,481.04	155,896.96	4.0%

240 Wildland Wages & Benefits

522 20 11 002	Wildland Salary & Benefits	2,500.00	1,128.50	1,371.50	45.1%
522 20 14 002	Wildland Overtime	2,500.00	0.00	2,500.00	0.0%
240 Wildland Wages & Benefits		5,000.00	1,128.50	3,871.50	22.6%

200 Operations	1,875,207.00	167,407.07	1,707,799.93	8.9%
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300 Public Education

220 Supplies & Services

522 30 30 000	Educational Supplies	500.00	0.00	500.00	0.0%
522 30 40 000	Printing/Newsletter	4,000.00	0.00	4,000.00	0.0%
522 30 41 000	Postage for Newsletter	4,000.00	0.00	4,000.00	0.0%
522 30 42 000	Public Education Advertising	300.00	0.00	300.00	0.0%
220 Supplies & Services		8,800.00	0.00	8,800.00	0.0%

300 Public Education	8,800.00	0.00	8,800.00	0.0%
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400 Training

220 Supplies & Services

522 45 30 000	Books/Periodicals (Training)	2,000.00	0.00	2,000.00	0.0%
522 45 32 000	Food and Water (Training)	150.00	0.00	150.00	0.0%
522 45 33 000	Training Supplies	500.00	0.00	500.00	0.0%
522 45 40 000	Local/Long Distance Travel (Training)	500.00	0.00	500.00	0.0%
522 45 41 000	Meals (Training)	2,500.00	0.00	2,500.00	0.0%
522 45 42 000	Lodging	4,000.00	0.00	4,000.00	0.0%
522 45 43 000	Tuition	10,000.00	375.00	9,625.00	3.8%
522 45 43 001	Tuition Reimbursement-IAFF	10,000.00	0.00	10,000.00	0.0%
220 Supplies & Services		29,650.00	375.00	29,275.00	1.3%

400 Training	29,650.00	375.00	29,275.00	1.3%
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500 Equipment Repair & Maintenance

220 Supplies & Services

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East County Fire & Rescue

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001 General Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
220 Supplies & Services				
522 60 40 000 Fire Extinguisher Maint	1,500.00	0.00	1,500.00	0.0%
522 60 40 001 Exercise Equip Maint	2,000.00	0.00	2,000.00	0.0%
522 60 41 000 Pump/Hose & Nozzle Test/Mtce	4,000.00	0.00	4,000.00	0.0%
522 60 41 001 EMS Equipment Mtce	200.00	0.00	200.00	0.0%
522 60 41 002 Ladder Testing/Repair	2,000.00	0.00	2,000.00	0.0%
522 60 41 003 Hand Tool Maintenance	150.00	0.00	150.00	0.0%
522 60 41 004 SCBA Mtce	5,000.00	76.51	4,923.49	1.5%
522 60 42 000 Communication Equipment Repair/Mtce.	4,000.00	0.00	4,000.00	0.0%
522 60 43 000 Small Engine Repair	5,500.00	0.00	5,500.00	0.0%
522 60 47 001 Emergency Generators Repair/Mtce.	1,000.00	0.00	1,000.00	0.0%
220 Supplies & Services	25,350.00	76.51	25,273.49	0.3%
500 Equipment Repair & Maintenance	25,350.00	76.51	25,273.49	0.3%

525 Disaster Services

525 Disaster Services

525 60 30 000 Disaster Preparedness	150.00	0.00	150.00	0.0%
525 Disaster Services	150.00	0.00	150.00	0.0%
525 Disaster Services	150.00	0.00	150.00	0.0%

550 Apparatus Repair & Maintenance

220 Supplies & Services

522 60 48 000 Vehicle Repair & Maint	2,700.00	74.76	2,625.24	2.8%
522 60 48 001 T93 (1001)	2,250.00	0.00	2,250.00	0.0%
522 60 48 009 E93 (1009)	3,600.00	0.00	3,600.00	0.0%
522 60 48 010 T95 (1010)	2,250.00	0.00	2,250.00	0.0%
522 60 48 012 U93	675.00	0.00	675.00	0.0%
522 60 48 013 S93 (1013)	3,600.00	170.73	3,429.27	4.7%
522 60 48 014 E94 (1014)	3,600.00	226.76	3,373.24	6.3%
522 60 48 018 U92 (1018)	675.00	137.78	537.22	20.4%
522 60 48 019 RH93 (1019)	675.00	0.00	675.00	0.0%
522 60 48 020 E91 (1020)	3,600.00	0.00	3,600.00	0.0%
522 60 48 021 S91 (1021)	2,250.00	92.25	2,157.75	4.1%
522 60 48 022 New Squad (1022)	3,600.00	0.00	3,600.00	0.0%
522 60 48 909 E92 (909)	2,250.00	0.00	2,250.00	0.0%
522 60 48 914 T94 (914)	2,250.00	0.00	2,250.00	0.0%
522 60 48 915 U94 (915)	675.00	0.00	675.00	0.0%
522 60 48 916 E95 (916)	3,600.00	0.00	3,600.00	0.0%
522 60 48 917 S94 (917)	0.00	0.00	0.00	0.0%
522 60 48 919 T91 (919)	2,250.00	0.00	2,250.00	0.0%
220 Supplies & Services	40,500.00	702.28	39,797.72	1.7%

2022 BUDGET POSITION

East County Fire & Rescue

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001 General Fund Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
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550 Apparatus Repair & Maintenance	40,500.00	702.28	39,797.72	1.7%
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580 Non Expenditures

580 Non Expenditures

589 99 99 000 Payroll Clearing	0.00	3,434.02	(3,434.02)	0.0%
580 Non Expenditures	0.00	3,434.02	(3,434.02)	0.0%

580 Non Expenditures	0.00	3,434.02	(3,434.02)	0.0%
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592 Debt Service

592 Debt Service

597 22 00 001 Transfer Out- Debt Service Payment	200,425.00	0.00	200,425.00	0.0%
597 Interfund Transfers	200,425.00	0.00	200,425.00	0.0%

592 Debt Service	200,425.00	0.00	200,425.00	0.0%
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594 Capital Expenditures

594 Capital Expenditures

594 22 60 000 Capital Purchases	8,000.00	0.00	8,000.00	0.0%
594 22 61 000 Computer Equip	6,500.00	0.00	6,500.00	0.0%
594 22 62 000 Offsets Over Est. Prop. Tax	20,000.00	0.00	20,000.00	0.0%
594 22 63 000 Offsets Est. Mob Equip. Rev	5,000.00	0.00	5,000.00	0.0%
594 22 64 000 New Apparatus	9,183.00	0.00	9,183.00	0.0%

594 Capital Expenditures	48,683.00	0.00	48,683.00	0.0%
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594 Capital Expenditures	48,683.00	0.00	48,683.00	0.0%
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600 Facilities

600 Facilities

220 50 30 000 Grounds & Park	8,000.00	0.00	8,000.00	0.0%
220 50 40 000 Bldg Repair & Maint	150,000.00	0.00	150,000.00	0.0%
220 Supplies & Services	158,000.00	0.00	158,000.00	0.0%

691 Station 91

522 50 41 091 Monitoring (St 91)	475.00	111.34	363.66	23.4%
522 50 42 091 Comcast Tel/Internet (St 91)	4,215.00	403.67	3,811.33	9.6%
522 50 43 091 Electrical Service (St 91)	7,000.00	517.25	6,482.75	7.4%
522 50 44 091 Garbage (St 91)	1,630.00	0.00	1,630.00	0.0%
522 50 45 091 Gas (St 91)	4,540.00	724.88	3,815.12	16.0%
522 50 46 091 Water & Sewer (St 91)	850.00	133.71	716.29	15.7%

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East County Fire & Rescue

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001 General Fund		Months: 01 To: 01			
Expenditures	Amt Budgeted	Expenditures	Remaining		
691 Station 91					
691 Station 91	18,710.00	1,890.85	16,819.15	10.1%	
692 Station 92					
522 50 43 092 Electrical & Heating (St 92)	850.00	158.57	691.43	18.7%	
692 Station 92	850.00	158.57	691.43	18.7%	
693 Station 93					
522 50 41 093 Monitoring (St 93)	450.00	0.00	450.00	0.0%	
522 50 42 093 Comcast Tel/Internet (St 93)	3,300.00	274.96	3,025.04	8.3%	
522 50 43 093 Electrical & Htg (St 93)	5,000.00	397.44	4,602.56	7.9%	
522 50 44 093 Garbage (St 93)	150.00	0.00	150.00	0.0%	
693 Station 93	8,900.00	672.40	8,227.60	7.6%	
694 Station 94					
522 50 41 094 Monitoring (St 94)	676.00	163.76	512.24	24.2%	
522 50 42 094 Comcast Tel/Internet (St 94)	3,855.00	307.98	3,547.02	8.0%	
522 50 43 094 Electric & Heating (St 94)	6,600.00	419.24	6,180.76	6.4%	
522 50 44 094 Garbage (St 94)	745.00	61.94	683.06	8.3%	
694 Station 94	11,876.00	952.92	10,923.08	8.0%	
600 Facilities	198,336.00	3,674.74	194,661.26	1.9%	
800 Fund Transfers					
801 Transfer To Reserve Fund					
597 22 49 000 Transfer Out To Capital Facility	0.00	0.00	0.00	0.0%	
597 22 60 001 Transfer Out To Apparatus Reserve	0.00	0.00	0.00	0.0%	
597 22 64 001 TransfersOut To Equipment Reserve	0.00	0.00	0.00	0.0%	
801 Transfer To Reserve Fund	0.00	0.00	0.00	0.0%	
800 Fund Transfers	0.00	0.00	0.00	0.0%	
Fund Expenditures:	2,959,383.00	226,358.02	2,733,024.98	7.6%	
Fund Excess/(Deficit):	0.00	(214,471.37)			

2022 BUDGET POSITION TOTALS

East County Fire & Rescue

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	2,959,383.00	11,886.65	0.4%	2,959,383.00	226,358.02	8%
	2,959,383.00	11,886.65	0.4%	2,959,383.00	226,358.02	7.6%

2022 BUDGET POSITION

East County Fire & Rescue

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002 Apparatus Replacement Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 51 00 001 Beginning Balance Apparatus Replacement	373,494.95	490,502.01	(117,007.06)	131.3%
308 Beginning Balances	373,494.95	490,502.01	(117,007.06)	131.3%

360 Misc Revenue

361 10 00 001 Investment Interest (Apparatus Reserve)	0.00	230.50	(230.50)	0.0%
360 Misc Revenue	0.00	230.50	(230.50)	0.0%

397 Interfund Transfers

397 00 00 001 Transfer In-Apparatus Replacement	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	373,494.95	490,732.51	(117,237.56)	131.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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597 Interfund Transfers

597 22 60 003 Transfers From Apparatus Reserve To General Fund	68,500.00	0.00	68,500.00	0.0%
597 Interfund Transfers	68,500.00	0.00	68,500.00	0.0%

999 Ending Balance

508 51 00 001 Ending Balance Apparatus Replacement	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	68,500.00	0.00	68,500.00	0.0%
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Fund Excess/(Deficit):	304,994.95	490,732.51		
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003 Capital Facility Fund		Months: 01 To: 01			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances					
308 51 00 002	Beginning Balance Capital Facility	157,482.58	172,714.94	(15,232.36)	109.7%
308 Beginning Balances		157,482.58	172,714.94	(15,232.36)	109.7%
360 Misc Revenue					
361 10 00 002	Investment Interest (Capital Facility)	0.00	81.16	(81.16)	0.0%
360 Misc Revenue		0.00	81.16	(81.16)	0.0%
397 Interfund Transfers					
397 00 00 000	Transfer In- Capital Facility	0.00	0.00	0.00	0.0%
397 Interfund Transfers		0.00	0.00	0.00	0.0%
Fund Revenues:		157,482.58	172,796.10	(15,313.52)	109.7%
Expenditures	Amt Budgeted	Expenditures	Remaining		
999 Ending Balance					
508 51 00 002	Ending Balance Capital Facility	0.00	0.00	0.00	0.0%
999 Ending Balance		0.00	0.00	0.00	0.0%
Fund Expenditures:		0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):		157,482.58	172,796.10		

2022 BUDGET POSITION

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004 Leave Accrual Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 51 00 003 Beginning Balance Leave Accrual	45,552.64	45,843.64	(291.00)	100.6%
308 Beginning Balances	45,552.64	45,843.64	(291.00)	100.6%
360 Misc Revenue				
361 10 00 003 Investment Interest (Leave Accrual)	0.00	21.54	(21.54)	0.0%
360 Misc Revenue	0.00	21.54	(21.54)	0.0%
Fund Revenues:	45,552.64	45,865.18	(312.54)	100.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance				
508 51 00 003 Ending Balance Leave Accrual	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	45,552.64	45,865.18		

2022 BUDGET POSITION

East County Fire & Rescue

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005 Plans Trailer Copier Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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308 Beginning Balances

308 51 00 004 Beginning Balance Plans Trailer Copier	2,173.04	2,186.91	(13.87) 100.6%
308 Beginning Balances	2,173.04	2,186.91	(13.87) 100.6%

360 Misc Revenue

361 10 00 005 Investment Interest (Copier Reserve)	0.00	1.03	(1.03) 0.0%
360 Misc Revenue	0.00	1.03	(1.03) 0.0%

Fund Revenues:	2,173.04	2,187.94	(14.90) 100.7%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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999 Ending Balance

508 51 00 004 Ending Balance Copier	0.00	0.00	0.00 0.0%
999 Ending Balance	0.00	0.00	0.00 0.0%

Fund Expenditures:	0.00	0.00	0.00 0.0%
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Fund Excess/(Deficit):	2,173.04	2,187.94	
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2022 BUDGET POSITION

East County Fire & Rescue

Time: 16:00:23 Date: 02/09/2022

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006 Equipment Reserve Fund Months: 01 To: 01

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 51 00 005 Beginning Balance Equipment Reserve	250,756.78	326,412.79	(75,656.01)	130.2%
308 Beginning Balances	250,756.78	326,412.79	(75,656.01)	130.2%

360 Misc Revenue

361 10 00 004 Investment Interest (Equipment Reserve)	0.00	153.38	(153.38)	0.0%
360 Misc Revenue	0.00	153.38	(153.38)	0.0%

397 Interfund Transfers

397 00 00 002 Transfer In- Equipment Reserve	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	250,756.78	326,566.17	(75,809.39)	130.2%
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	Amt Budgeted	Expenditures	Remaining	
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999 Ending Balance

508 51 00 005 Ending Balance Equipment Resere	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	250,756.78	326,566.17		
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2022 BUDGET POSITION TOTALS

East County Fire & Rescue

Months: 01 To: 01

Time: 16:00:23

Date: 02/09/2022

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
002 Apparatus Replacement Fund	373,494.95	490,732.51	131.4%	68,500.00	0.00	0%
003 Capital Facility Fund	157,482.58	172,796.10	109.7%	0.00	0.00	0%
004 Leave Accrual Fund	45,552.64	45,865.18	100.7%	0.00	0.00	0%
005 Plans Trailer Copier	2,173.04	2,187.94	100.7%	0.00	0.00	0%
006 Equipment Reserve Fund	250,756.78	326,566.17	130.2%	0.00	0.00	0%
	<u>829,459.99</u>	<u>1,038,147.90</u>	<u>125.2%</u>	<u>68,500.00</u>	<u>0.00</u>	<u>0.0%</u>

Chief's Report

2-15-2022

Calls since last Commissioner meeting, **33**

EMS: 22

Fire: 0

Other: 11

Calls YTD: 2022- **117**

Mutual and Auto aid – 24% 2022, Year-to-date - 25%, 29 calls

FY2021 = 244, 23% of total calls FY2020 = 251, 23% of total calls

Staff Overtime Numbers:

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

Used YTD: **\$29,298**

Percent Used: 12.74 %

Brown outs since last meeting: 2 (24hr shift)

8 callback shifts (3-Sick, 5-Vac)

Covered by 6 OT Shifts

- I have completed the 2021 annual Fire District report. It was delivered to Commissioners and all ECFR members on Friday, February 11 via email. We will place a copy on our website.
- I attended the Clark County Chiefs meeting on Thursday, February 3 via Zoom. Beyond the regular business, the group continued discussion on formulating a plan for a proposal to be presented to the County Councilors asking them to approve impact fees for the Fire Districts countywide.
- We have published the ECFR Fire Chief Job Announcement. It is posted on the Washington State Fire Chiefs website under job openings along with an advertisement sent to Western Fire Chiefs Association "dailydispatch". The "dailydispatch" is an informational/news email that is sent to a large amount of fire agencies throughout Washington State, it is sent daily. It was also shared with the Clark County Fire Chiefs.

AC Jacobs Report

2-15-22

DOC training continues to be postponed until allowed by guidelines.

The new squad assembly is progressing nicely, completion is delayed, waiting on delivery of electrical parts and GPS antenna for MDC.

January EST/Tender training was 1-27-22.

February EST/Tender training 2-21-22 7 PM Sta. 93.

I'm out of town until early morning of the 20th.

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.

EAST COUNTY FIRE & RESCUE

Policies, Procedures, and Guidelines

SUBJECT: Compensation for Commissioners

PPG NUMBER: 00.1.2

DATE OF ISSUE: 11-06-2007

REVISED: 04-17-2018

APPROVED BY: _____

REVIEWED: _____

Board Chair

POLICY:

1. **Commissioner Compensation.** Commissioners may be compensated per RCW 52.14.010 for each day or portion of a day in actual attendance at official Board meetings or when performing other services or duties for the District. It is the function of the Board to approve the services that any Commissioner is authorized to perform for the District. Commissioners of the District may be entitled to receive the full amount of per diem compensation authorized by statute for the following activities (depending upon budgetary constraints):
 - 1.1. Actual attendance at all regular and special meetings of the Board.
 - 1.2. Attendance at regular Fire Commissioners Association meetings and at meetings of the Board of Directors of the Association if the Commissioner is a member of the Board.
 - 1.3. Attendance at Washington Fire Commissioners Association meetings, conferences and seminars.
 - 1.4. Attendance at Fire District related seminars and educational classes.
 - 1.5. Attendance at Fire District open house functions.
 - 1.6. Attendance at other Fire District related activities assigned and approved by the Board of Commissioners.
 - 1.7. Travel time when a separate day of travel is required because of the location and scheduling of the activity.
2. **Commissioner Expense Reimbursement.** In addition to the allowance provided above, Commissioners shall receive reimbursement of reasonable expenses incurred in attending activities, meetings and events held outside of the District pursuant to District policy **90.5.3; Travel Expense Policy**
3. The Board will set a budget amount annually for Commissioners' compensation not to exceed the limits set forth in RCW 52.14.010.
4. Any commissioner may waive all or any portion of his or her compensation payable under this section as to any month or months during his or her term of office, by a written waiver filed with the secretary as provided in this section. The waiver, to be effective, must be filed any time after the commissioner's election and prior to the date on which the compensation would be otherwise paid. The waiver shall specify the month or period of months for which it is made.
5. The Board of Commissioners reserves the right to amend or cancel this policy when—and if—the financial condition of the District improves to a point that is acceptable to the Board.

EAST COUNTY FIRE & RESCUE

Policies, Procedures, and Guidelines

**SUBJECT: BOARD OF COMMISSIONERS GOVERNING RULES
ETHICS POLICY**

PPG NUMBER: 00.1.3

DATE OF ISSUE: 10-01-2013

REVISED: 09-05-2017

APPROVED BY: _____

REVIEWED: _____

Board Chair

POLICY:

The legislative body of the Fire Protection District is the Board of Commissioners authorized and created under Title 52 RCW. The Board of Commissioners has the statutory obligation to manage the affairs of the District and is responsible to establish all District policies.

- 1. Statutory Power and Authority.** The Board of Commissioners possesses the powers and authority as set forth in Title 52 RCW and other applicable provisions of the Revised Code of Washington.
- 2. Organization.** The Board of Commissioners, at its first regular meeting in January of each year, shall elect a chair and a vice-chair. The vice-chair shall perform the duties of the chair in the absence of the chair.
- 3. Participation of Commissioners.** Each Commissioner is an elected representative of the residents of the Fire Protection District. Commissioners are entitled to vote on all matters coming before the Board of Commissioners and to make and second motions regardless of whether the Commissioner is serving as chair. Commissioners shall, however, be governed by the provisions of chapter 42.23 RCW in respect to any matter in which the Commissioner may have a conflict of interest.
- 4. Actions of the Board.** RCW 52.14.010 provides that the Board of Commissioners of the Fire Protection District is the legislative body of the District. Chapter 42.30 RCW, the Open Public Meetings Act, and RCW 52.14.100 provide that actions of the Board of Commissioners may only take place at meetings authorized by statute. Individual Commissioners do not have authority to manage or direct the affairs of the District or bind the District to financial or contractual obligations. Administrative and managerial powers may only be exercised by those persons to whom such powers are delegated by action of the Board. The principal executive and administrative officer of the District is the Chief who has the responsibility for the management of the daily affairs of the District, for the supervision of District personnel and for the establishment of a chain of command to carry out such supervision. Commissioners are encouraged to become familiar with the District operations and to meet the paid and

volunteer personnel of the District. It is a policy of the District, however, that individual Commissioners shall not supervise, direct or discipline District personnel. In the event a Commissioner shall be dissatisfied with the operation or any action of the District or its personnel, the Commissioner shall bring such dissatisfaction to the attention of the Board at a meeting of the Board.

5. **Authority of Chair.** The Chair of the Board shall have the authority specifically granted by statute and such further authority as may be granted from time to time by action of the Board of Commissioners.
6. **Communications with Consultants.** The Chief and the Chair or other designated commissioners have authority to contact District consultants (attorney, accountant, engineers, architects, etc.) on an as needed basis without prior approval by the Board. Individual commissioners, absent delegation from the Board or an emergency situation, do not have authority to directly communicate with District consultants without prior approval of the Board.
7. **Schedule of Meetings.**
 - 7.1. **Regular meetings.** Regular meetings of the Board of Commissioners shall be held each month, pursuant to a schedule established by resolution of the Board. Meetings of the Board will be held at the Fire District Headquarters Station, or at such other place as the Board may direct from time to time. All regular meetings shall be conducted in conformance with the laws of the state of Washington governing meetings.
 - 7.2. **Special meeting.** The chair or any three members of the Board may call a special meeting at any time. Not less than twenty-four hours before any special meeting, the secretary shall notify each member of the board by written notice of the time, place, and the business to be transacted at the meeting. The notice shall be distributed and posted in accordance with the laws of the state governing such meetings. The presence of a Commissioner at the meeting or the Commissioner's written waiver of notice filed with the secretary shall constitute a waiver of receiving written notice of the meeting. When the meeting is called to address an emergency involving injury or damage, or the likelihood of injury or damage, to persons or property, and the time requirements for notice provided for above would be impractical and increase the likelihood of the injury or damage, the required notice may be dispensed with and the secretary shall notify each member of the Board by the best means possible under the circumstances.
 - 7.3. **Notice of agenda for regular meeting.** Not less than four days before any regular meeting, the secretary shall email or utilize other technology to send each member of the Board a reminder of the regular meeting and a preliminary agenda setting forth the matters which are to be considered at the meeting.
 - 7.4. **Addenda to the agenda at regular or special meetings.** Addenda to the agenda of either a regular or a special meeting may be permitted at the commencement of or during the meeting, except that final action shall not be taken on items added to the agenda of a special meeting unless notice, as required by applicable law, has been given.

- 7.5. Quorum. A majority of the entire Board shall be necessary to constitute a quorum at all regular meetings and special meetings.
8. **Excused Absence.** The Board of Commissioners may grant permission for a Commissioner to be absent from a scheduled meeting of the Board.
9. **Access to District Records.** Except as provided below, each Commissioner shall have access to District records during regular business hours of the District; provided, that the review or examination of the records shall not interfere with the normal operation of the District office personnel. Commissioners shall not remove original District records from the District station. Copies will be provided promptly, provided the copying shall not unduly interfere with normal operations of the administrative personnel.
- 9.1. Access to confidential records will not be provided without prior approval of the Board.
- 9.2. District records and information obtained from District records may not be used by Commissioners for non-District business nor disclosed to unauthorized persons.
10. **District Information.** Commissioners may not use District information, particularly confidential information, for individual gain or to promote the interest of any individual, group of individuals or entity. Commissioners have the duty to protect the confidentiality of privileged and private District records and information. The unauthorized disclosure of confidential records or information is a violation of this responsibility. The Board, not an individual Commissioner, has the authority to disclose information or records of the District. This restriction also applies when the District is involved in any type of contract negotiations, disciplinary procedures or other District business transactions.
11. **Personal Liability Protection.** The Commissioners shall be included as named insureds on all applicable District insurance policies. In the event a Commissioner shall be individually named as a defendant in any litigation arising out of the performance by the Commissioner of District business and the District's insurance carrier shall deny coverage and refuse to provide defense to the action, the District shall provide the Commissioner with defense coverage and liability protection subject to the following conditions:
- 11.1. The cause of action must have arisen as a result of the action or non-action of the Commissioner while acting within the scope and authority of the office of Commissioner.
- 11.2. The cause of action must not have arisen as a result of intentional, willful, or criminal conduct of the Commissioner.
12. **Liability Protection Procedure.** The following procedure shall be used to determine if the District shall provide the defense and liability coverage for a Commissioner under the District policy.
- 12.1. The matter shall be referred to the District's attorney for investigation and review.
- 12.2. The District's attorney shall fully investigate the facts and circumstances of the litigation and the actions of the defendant Commissioner.

12.3. The District's attorney shall report to the Board of Commissioners in writing the results of the investigation and research. A copy of the report shall be furnished to each Commissioner under the attorney-client communication privilege.

The Board of Commissioners shall make the final determination based on the report and investigation of the attorney.

13. Ethics:

13.1. **Purpose.** The District and its Board of Commissioners find that the proper operation of a fire district, as a taxpayer-supported public entity, requires that public officers, and particularly elected officials primarily responsible for the lawful management of the municipal corporation, be ethical, independent, impartial and responsible to the people, as fiduciaries. This policy is limited in scope; it only applies to the elected Board of Commissioners of East County Fire & Rescue.

13.2. **Policy.** The policy of the District is that this Ethics Policy shall be strictly adhered to, and that it shall be interpreted liberally so as to accomplish its purpose. The goal of the District is to establish and maintain the highest ethical standards for its leaders, so that they may establish an example for all district employees and members to emulate. The expectations of the Board and the District shall be that the prohibitions contained in paragraph 4 will always be honored and that the recommendations contained in paragraph 5 will be aspired to, and achieved whenever feasible.

13.3. **Definitions.** The following terms or words shall have the following meanings, throughout this ethics policy:

13.3.1. **Major Infraction:** A major infraction means and includes misfeasance, malfeasance, violation of the oath of office, violation of the Washington State or U.S. Constitution or a state statute or any other offense listed in paragraph 4 that involves honesty or integrity.

13.3.2. **Minor Infraction:** A minor infraction means any ethics code violation found by an investigative committee, but not deemed to be major.

13.3.3. **Misfeasance:** Misfeasance is defined by statute, and means any wrongful conduct that affects, interrupts or interferes with the performance of official duties. Additionally, misfeasance means the performance of a duty in an improper manner or with the appearance of impropriety.

13.3.4. **Malfeasance:** Malfeasance is defined by statute, and means any wrongful conduct that affects, interrupts or interferes with the performance of official duties. Additionally, malfeasance means the commission of an unlawful act.

13.3.5. **Violation of oath of office:** This term is also defined by statute, and means the neglect or willful failure of an elected public official to perform faithfully the duties imposed by law. Violation of a statute, particularly one that prescribes a

duty for a fire commissioner, would be an example of a violation of the oath of office.

13.4. Prohibited Conduct- A Commissioner Shall Not:

- 13.4.1. Have an interest, financial or otherwise, direct or indirect, or engage in a business or transaction or professional activity, or incur an obligation of any nature that is in conflict with the proper discharge of the commissioner's duties.
- 13.4.2. Be beneficially interested, directly or indirectly, in a contract, sale, lease, purchase, or grant that may be made by, through, or under the supervision of the commissioner, in whole or in part, and shall not accept, directly or indirectly, any compensation, gratuity, or reward from any other person beneficially interested in any such contract, sale, lease, purchase, or grant, except as set forth below.
- 13.4.3. Use his or her position to secure special privileges or exemptions for himself, herself, or others.
- 13.4.4. Give or receive or agree to receive any compensation, gift, reward, or gratuity from a source other than the fire district, for a matter connected with or related to the commissioner's services unless provided for by law.
- 13.4.5. Receive, accept, take, seek, or solicit, directly or indirectly, any thing of economic value as a gift, gratuity, or favor from a person if it could be reasonably expected that the gift, gratuity, or favor would influence the vote, action, or judgment of the commissioner, or be considered as part of a reward for action or inaction.
- 13.4.6. Accept employment or engage in business or professional activity that the commissioner might reasonably expect would require or induce him or her by reason of his or her official position to disclose confidential information acquired by reason of his or her official position.
- 13.4.7. Neither disclose confidential information gained by reason of the commissioner's position, nor may the commissioner otherwise use such information for his or her personal gain or benefit.
- 13.4.8. Except in the course of official duties or incident to official duties, assist any person, directly or indirectly, in a transaction involving the district, where such commissioner's assistance is, or to a reasonable person would appear to be, enhanced or affected by the commissioner's position.
- 13.4.9. Employ or use any district employee or other person, district funds or money, or district property under the commissioner's official control or direction, or in his or her official custody, for the private benefit or gain of the commissioner, an employee of the district, or another person, except as allowed by law. This section does not prohibit use of public resources to benefit citizens or others when such is part of district functions or official duties, or otherwise allowed by law.

- 13.4.10. Use the facilities, personnel or resources of the district to assist or oppose a campaign for election or for the promotion or opposition to a ballot proposition, except pursuant to one of the recognized exceptions to RCW 42.17A.555.
- 13.4.11. Participate, by voting or otherwise, in any issue that comes before the Board of Commissioners, when the commissioner has any direct or indirect personal or financial stake in the outcome of the matter.
- 13.4.12. Campaign for, or accept appointment or election to, any public office that would be incompatible with the office of fire commissioner, if concurrently serving as a fire commissioner.

13.5. Recommended Conduct - At All times a Commissioner Should:

- 13.5.1. Respect and comply with the law.
- 13.5.2. Act at all times in a manner that promotes public confidence in the office of fire commissioner.
- 13.5.3. Participate in establishing, maintaining, and enforcing high standards of conduct and personally observe those standards.
- 13.5.4. Exhibit unquestionable integrity and have an uprightness of character and soundness of moral principle.
- 13.5.5. Show respect for others through temperance, fairness and civility in the execution of their duties and conduct of their personal life.
- 13.5.6. Have the courage to do what is right and stand up for those without power or authority.
- 13.5.7. Have compassion that is inherent to understanding another's problems while controlling and understanding personal feelings.
- 13.5.8. Conduct political campaigns in an honest and forthright manner, without attacking others in a negative way.
- 13.5.9. Lead by example.
- 13.5.10. Never forget that public office requires public trust and confidence.

13.6. Exceptions.

- 13.6.1. A commissioner is allowed by state statute to be financially involved in a contract with the fire district, so long as payment to the commissioner or his/her business does not exceed \$1,500.00 in any calendar month, provided that such commissioner shall not vote on any such contract in which he/she is beneficially

interested. Moreover, such interest shall be disclosed to the governing body and noted in the minutes before formation of the contract.

13.6.2. A commissioner may accept a gift in the form of food or beverage on infrequent occasions in the ordinary course of performance of duties, but no such gift shall exceed a value of fifty dollars (\$50.00).

13.6.3. A commissioner is not deemed to have an interest in a contract, as those terms are used herein, if the commissioner has only a remote interest in the contract, so long as disclosure is made. A remote interest means, for example, the interest of a nonsalaried officer of a nonprofit corporation, the interest of a mere employee of a contracting party, where the compensation of that employee (commissioner) consists entirely of fixed wages or salary, the interest of only a landlord or tenant of the contracting party, or the interest of a less than 1% shareholder of a contracting corporation or cooperative; provided that this exception does not apply to a commissioner who attempts to influence, or does influence other district officers with respect to entering into the contract.

13.7. Complaints. All complaints or requests for investigation of an alleged violation of this policy shall be in writing and signed by the complainant. Complaints shall be brought to the Chief for Board action. If the complaint involves the Chief, that complaint shall be brought to the Board Chair.

14. WFCA Handbook. The Washington Fire Commissioners Association (WFCA) Handbook is included in this policy by reference.

EAST COUNTY FIRE & RESCUE

RESOLUTION # 298-02152022

A RESOLUTION PROVIDING FOR THE DISPOSAL OF EQUIPMENT DEEMED TO BE SURPLUS TO THE REASONABLY FORESEEABLE NEEDS OF EAST COUNTY FIRE & RESCUE.

WHEREAS, the equipment (MSA thermal imaging camera, Hurst power unit, Hurst spreader, Hurst ram, Hurst cutter and Karcher pressure washer) shown in Attachment A, belonging to East County Fire & Rescue are not repairable/obsolete and no longer used by the District; and

WHEREAS, the value, not repairable and condition of this equipment makes it impractical to trade the same in on newer equipment;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of East County Fire & Rescue as follows:

1. Based upon the findings and recommendations of the Fire Chief, this equipment is declared to be surplus to the foreseeable needs of the District.
2. That it is deemed to be for the common benefit of the residents of said District to dispose of this equipment.
3. That the Fire Chief is authorized to dispose of this equipment in a manner that will be to the best advantage of East County Fire & Rescue.

ADOPTED at a Regular Meeting of the Board of Commissioners for East County Fire & Rescue this 15th day of February, 2022, with the following Commissioners being present and voting:

Chair Person

Commissioner

Commissioner

Commissioner

Commissioner

DISTRICT SEAL:

ATTEST:

District Secretary

East County Fire & Rescue

Property Salvage Report

Tag Number	Description of Asset	Serial Number	Status of Asset - Choose One				Comments
			Lost	Stolen*	Sold	Recycle or Scrap	
0178	M5A Thermal imaging camera	Evolution 5200				X	005 Not Repairable
0462	Hurst Power Unit	096650				X	
0204	Hurst Sprinkler	0101367				X	
0427	Hurst Ram	12308-1				X	
0586	Hurst Cutter					X	
0363	Karcher Pressure Washer	171814				X	

* A copy of the police report and/or a Lost or Stolen Equipment form must be submitted along with this form for stolen items.

Approved:  Signature

Surplus Resolution Number 299-02152022

Date: 2-11-22

Attachment A

Sun		Mon		Tue		Wed	
	Feb 1 B SHIFT Events Commissioner Meeting 18:30 - 21:00 Station 91	2 C SHIFT Events Strategic Planning Meetin. 15:00 - 16:30 Station 91	3 A SHIFT	4 B SHIFT	5 C SHIFT		
6 A SHIFT	7 B SHIFT	8 C SHIFT	9 A SHIFT	10 B SHIFT	11 C SHIFT	12 A SHIFT	
13 B SHIFT	14 C SHIFT	15 A SHIFT Events Commissioner Meeting 18:30 - 21:00 Station 91	16 B SHIFT	17 C SHIFT	18 A SHIFT	19 B SHIFT	
20 C SHIFT	21 A SHIFT	22 B SHIFT	23 C SHIFT	24 A SHIFT	25 B SHIFT	26 C SHIFT	
27 A SHIFT	28 B SHIFT						

* Indicates time starts on following calendar day

* Events and Time Off follow default Split Time of Day of 07:00