

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

February 6, 2018

Station 91

6:30 PM

AGENDA

CALL TO ORDER:

Flag Salute

FULL TIME FIREFIGHTER OATH:

Swear in new full time firefighter Alex Harrington

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of January 16 2018 Regular Board Meeting Minutes
2. Approval of January 16, 2018 Local BVFF&RO Meeting Minutes
3. Approval of January 26, 2018 Camas Washougal Workshop Meeting Minutes
4. Approval of Financial Transactions
5. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Swinhart
Deputy Chief Carnes
Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

Snure Seminar
Resolution #237-02062018 Surplus Apparatus #911 (Engine 95)
Resolution #238-02062018 Surplus Apparatus #1013 (Unit 91)
C/W Port Water Connection Agreement
Consider Purchase Request for AVL Hardware and Fire Com Headsets for New Engine

See Reverse

This Meeting is Being Recorded.
Please Silence or Turn-Off Your Personal Cell Phones, Pagers, etc.
Page # 1 of 2

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar

Strategic Planning Meeting, Thursday, February 8, 2018, 6:00 PM

Policy Review Meeting, Thursday, February 22, 2018, 6:00 PM

EXECUTIVE SESSION:

None

ADJOURNMENT:

Next Regular Board Meeting: February 20, 2018, Station 91, 6:30 PM



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 FEBRUARY 6, 2018**

1. Minutes –

- January 16, 2018 Regular Meeting
- January 16, 2018 Local BVFF&RO Meeting
- January 26, 2018 Camas/Washougal Workshop

2. Invoices

- \$ 14,964.72
 - i. Check Nos.10523-10535 dated January 18, 2018
- \$16,475.68
 - i. Check Nos. 10536-10549 dated January 26, 2018
- \$105.95
 - i. DOR Use Tax, EFT dated January 31, 2018

3. Approved Commissioner Stipends January 25 Pay Date

Name	For the Period Jan 1 thru Jan 15				Other	Total
	Regular Meeting	Committee Meeting	Special Mtg	Education		
Berg	1		1			2
Gianatasio	1		1			2
Martin	1		1			2
Petty	1		1			2
Taggart	1		1			2

4. Voided/Destroyed Claims/Payroll Warrants

- 10540 Grainger (Items returned)

5. Payroll/Benefits

- \$ 45,997.18 (Payroll/EFTs)

 Commissioner Mike Taggart – Chair

 Commissioner Martha Martin – Vice Chair

 Commissioner Mike Berg

 Commissioner Tom Gianatasio

 Commissioner Sherry Petty

EAST COUNTY FIRE & RESCUE
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

January 16, 2018

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin
Tom Gianatasio
Mike Carnes

Sherry Petty
Mike Berg
Robert Jacobs

Mike Taggart
William Drlik
Tad Crum

CALL TO ORDER: 18:30

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of January 2, 2018 Regular Board Meeting Minutes
2. Approval of January 2, 2018 Local BVFF&RO Meeting Minutes
3. Approval of January 4, 2018 Policy Review Meeting Minutes
4. Approval of Financial Transactions
5. Excuse Absent Commissioner(s):

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

OPEN TO PUBLIC:

None

CORRESPONDENCE:

None

STAFF REPORT:

Chief Swinhart: No report submitted. Chief Swinhart was unable to attend tonight due to a City Council meeting in Camas.

Deputy Chief Carnes read his report; a copy is in the packet. The board had requested that Chief Carnes email Brian Snure after the January 2nd board meeting to see if he would be interested in providing one of his seminars here at Station 91. Chief Carnes shared Brian's email reply with the board and Brian is interested in providing a seminar in East County. He suggested some dates that he is available along with suggested topics. The board had discussion on possible dates, topics and times and asked that we tentatively set a date for April 21st, 2018. It was suggested that we should try

and mirror the topics that are presented at the Ocean Shores Seminar in early April. Chief Carnes was given the go ahead to work with Brian to start making the arrangements and to establish possible topics for the seminar. The Board would like to invite members from other fire districts in the area to attend.

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

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing

SAFETY REPORT:

Chief Jacobs shared one minor vehical incident with the board that involved a staff vehicle and a POV in the parking lot at Station 94.

The next Safety Committee meeting will be January 25, 2018, 7:30PM at Station 91.

FIRE DISTRICT BUSINESS:

Resolution #236-01162018:

This resolution is for changing the time for regular meetings of the Board of Fire Commissioners of East County Fire and Rescue. There was no discussion.

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

Approve Policies:

New Policy:

10.7 Discrimination and Harassment

Revised Policies:

10.7.16 Confidentiality

10.7.20 Contagious Temporary Illness

10.7.22 Performance Management System

Reviewed Policy:

10.7.21 Inclement Weather

Suspended Policies:

10.7.17 Withholding Pay

10.7.19 Voting

Motion by Commissioner Taggart to approve the policy changes as presented, seconded by Commissioner Petty. Motion passed unanimously.

Apparatus Surplus:

Chief Carnes asked the Board to consider the surplus of Engine 95 and Unit 91. Information and details on the vehicles were updated from the last meeting and presented to the Board. If the Board approves, Chief Carnes will prepare a resolution for the first Board Meeting in February.

Motion by Commissioner Petty to approve the surplus of Engine 95 and Unit 91, seconded by Commissioner Gianatasio. Motion passed unanimously.

Accounting Assistant Position:

Chief Carnes informed the Board that he has given Iliana Ortega a “conditional job offer” to fill the vacant position of Accounting Assistant. The conditional offer is based on the Board of Commissioners approval, a successful background check and drug screen. There was a total of 9 applicants that were interviewed. Chief Carnes recommends we hire this applicant based on her application, resume, experience and interview.

Motion by Commissioner Berg to approve the conditional job offer to Iliana Ortega, seconded by Commissioner Petty. Motion passed unanimously.

COMMISSIONER COMMENTS:

Commissioner Berg asked if the Board had seen the email from the Washington Fire Commissioners Association that discusses how to perform the Oath of Office for newly elected Commissioners. Commissioner Berg wanted to make sure that ECFR had followed correct procedures. There was some discussion and it was determined that the procedures were followed correctly.

Commissioner Martin asked the Board if they had a chance to review the Jurassic Parliament website. This website describes training classes put on by Ann Macfarlane that cover proper parliament procedures. Commissioner Martin suggests that this would be a great training opportunity for the Commissioners and Administrative staff. After some discussion, it was decided to revisit the topic at the next Strategic Planning Meeting in February.

Commissioner Martin asked the Board if anyone had heard anything from the SW Washington Fire Commissioners Association. She states that she has not heard from them for quite some time. It was agreed that Commissioner Taggart would reach out to them.

Commissioner Martin stated that she had attended a “Leadership Clark County” meeting recently. She states that she had a lot of fun and that it was very interesting.

Commissioner Martin mentioned that the WFCA is sponsoring a class on “Team Building for a Successful Fire District/RFA” up in Chelan WA. on June 2nd. She asks if anyone was interested in attending? There was discussion and it was a consensus that the class could be good for the Commissioners as we move towards discussions with the Cities of Camas and Washougal on functional consolidation. Three Commissioners are committed to going. Two Commissioners are a maybe. The Commissioners would also like staff to look at their schedules and see if they are available to attend.

Chief Carnes asked the Board for their input for the “Commissioners Section” of the 2017 ECFR annual report that he is working on. The Board has agreed to bring their suggestions to the Strategic Planning Meeting in February.

There was discussion by the Board involving the upcoming City of Camas planning meeting to discuss functional consolidation with CWFD.

OPEN TO PUBLIC:

Nothing

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

Nothing

ROUND TABLE:

The Board reviewed the January 2018 events calendar.

Camas Planning Meeting Friday, January 26th, 2018, 3:30PM at Lacamas Lodge.
The next policy workshop is scheduled for Feb. 22nd, 2018 at 6:00PM.
Strategic Planning Meeting, Thursday, February 8th, 2018 at 6:00PM.

EXECUTIVE SESSION:

Nothing

ADJOURNMENT:

Next Regular Board Meeting: February 6th, 2018, Station 91, 6:30PM

Motion by Commissioner Gianatasio to adjourn at 1938 hours, seconded by Commissioner Taggart. Motion passed unanimously.

Mike Taggart, Chairperson

Martha Martin, Vice Chair

Tom Gianatasio, Commissioner

Mike Berg, Commissioner

Sherry Petty, Commissioner

DISTRICT SEAL:

ATTEST:

Michael Carnes, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes
January 16th, 2018

CALL TO ORDER:

The meeting was called to order by Chairperson Mike Taggart at 19:24 at Station 91.

The following were in attendance:

Martha Martin
Tom Gianatasio
Mike Carnes

Sherry Petty
Mike Berg
Robert Jacobs

Mike Taggart
Tad Crum
William Drlik

BUSINESS:

None

ADJOURNMENT:

The Local Board adjourned at 19:25.

Respectfully Submitted,

Sherry Petty, Commissioner,
Mike Berg, Alternate

Tad Crum, FF's Assoc. Liaison
Paula Knapp, FF's Assoc. Liaison Alternate

Michael Carnes, District Secretary
Bob Jacobs, Alternate

Mike Taggart, Chairperson
Marth Martin, Alternate

DISTRICT SEAL:

Bob Jacobs, Chief's Rep.

EAST COUNTY FIRE & RESCUE

SPECIAL BOARD OF FIRE COMMISSIONERS WORKSHOP

January 26th, 2018

Lacamas Lodge

Draft Minutes

ATTENDANCE:

Martha Martin

Sherry Petty

Nick Swinhart

Mike Taggart

Mike Berg

Karen Gianatasio

Tom Gianatasio

Michael Carnes

CALL TO ORDER: 15:30

Chief Swinhart provided an overview about an approach for Functional Consolidation of fire services. Discussion ensued regarding support for the idea, forming a committee and seeking feedback from the union. Staff will work with the Joint Policy Advisory Committee (JPAC) to continue to facilitate and guide the conversation about next steps.

Meeting adjourned: 16:24

Respectfully Submitted,

Mike Taggart, Chairperson

Mike Berg, Commissioner

Tom Gianatasio, Commissioner

Sherry Petty, Commissioner

Martha Martin, Commissioner

DISTRICT SEAL:

ATTEST:

Michael Carnes, District Secretary

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/18/2018 To: 01/31/2018

Time: 10:36:29 Date: 02/02/2018
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
89	01/18/2018	Claims	6291	10523	CAMAS POWER EQUIPMENT	240.00	ECFR
					001 - 522 20 36 000 - Diesel / Gas	240.00	Motomix Mix Fuel For Small Engines
90	01/18/2018	Claims	6291	10524	CLARK COUNTY RISK MGMT GROUP	130.34	ECFR
					001 - 522 10 41 000 - State Audit Costs	130.34	Risk Group Audit
91	01/18/2018	Claims	6291	10525	CLARK COUNTY TREASURER	3,522.49	ECFR VHF/UHF Co-Location Fee; ECFR 1802
					001 - 522 20 40 000 - Radio Dispatch	572.50	Annual Co-Location Fee
					001 - 522 20 45 001 - Election Fees	2,949.99	2017 Election Fee
92	01/18/2018	Claims	6291	10526	CLARK PUBLIC UTILITIES	2,095.31	7200-239-7; 7200-401-3; 7177-363-4
					001 - 522 50 43 091 - Electrical Service (St 91)	603.60	Station 91 Electricity
					001 - 522 50 43 093 - Electrical & Htg (St 93)	610.53	
					001 - 522 50 43 094 - Electric & Heating (St 94)	881.18	
93	01/18/2018	Claims	6291	10527	Nollan A Charles	93.00	HazMat Class Per Diem
					001 - 522 40 41 000 - Meals (Training)	93.00	HazMat Class
94	01/18/2018	Claims	6291	10528	Ryan R Gonzales	93.00	HazMat Class Per Diem
					001 - 522 40 41 000 - Meals (Training)	93.00	HazMat Class
95	01/18/2018	Claims	6291	10529	Michael C Hongel	93.00	HazMat Class Per Diem
					001 - 522 40 41 000 - Meals (Training)	93.00	HazMat Class
96	01/18/2018	Claims	6291	10530	Zachary M Hougan	93.00	HazMat Class Per Diem
					001 - 522 40 41 000 - Meals (Training)	93.00	Haz Mat Class
97	01/18/2018	Claims	6291	10531	KAREN'S SEW IT ALL	36.00	ECFR
					001 - 522 20 25 001 - FF Uniforms	12.00	
					001 - 522 20 33 000 - Volunteer Uniforms	24.00	
98	01/18/2018	Claims	6291	10532	STAPLES ADVANTAGE	39.87	LA 113379872
					001 - 522 10 30 000 - Office Supplies	39.87	
99	01/18/2018	Claims	6291	10533	STATE AUDITOR'S OFFICE	767.50	Audit No. 42651
					001 - 522 10 41 000 - State Audit Costs	767.50	2015-2017 Audit
100	01/18/2018	Claims	6291	10534	URGENT MEDICAL CENTER	792.00	Statement #1138
					001 - 522 10 43 000 - Medical/Drug Screen/Vaccina	792.00	
101	01/18/2018	Payroll	6291	10535	TRUSTEED PLANS SERVICE CORPORATION	6,969.21	Pay Cycle(s) 01/01/2018 To 01/31/2018 - PPO-100; Pay Cycle(s) 01/01/2018 To 01/31/2018 - Kaiser; Pay Cycle(s) 01/01/2018 To 01/31/2018 - Dental
					001 - 522 10 22 001 - Admin Medical Insurance	1,184.36	
					001 - 522 10 22 001 - Admin Medical Insurance	1,428.88	
					001 - 522 10 22 001 - Admin Medical Insurance	-1,888.74	Jones - Retro Termination
					001 - 522 10 22 001 - Admin Medical Insurance	-2,059.60	Reserve Adjustment
					001 - 522 10 22 001 - Admin Medical Insurance	92.83	
					001 - 522 10 22 001 - Admin Medical Insurance	92.83	
					001 - 522 10 22 001 - Admin Medical Insurance	-170.86	Jones - Retro Termination
					001 - 522 20 22 001 - FF Medical Insurance	542.33	
					001 - 522 20 22 001 - FF Medical Insurance	1,730.61	
					001 - 522 20 22 001 - FF Medical Insurance	1,764.99	
					001 - 522 20 22 001 - FF Medical Insurance	1,764.99	
					001 - 522 20 22 001 - FF Medical Insurance	1,360.11	
					001 - 522 20 22 001 - FF Medical Insurance	1,764.99	

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East County Fire & Rescue
MCAG #: 1060

01/18/2018 To: 01/31/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 522 20 22 001 - FF Medical Insurance	651.23	
					001 - 522 20 22 001 - FF Medical Insurance	651.23	
					001 - 522 20 22 001 - FF Medical Insurance	-1,569.23	Gremer Retro Termination
					001 - 522 20 22 001 - FF Medical Insurance	-1,738.71	Reserve Adjustment
					001 - 522 20 22 001 - FF Medical Insurance	88.90	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	53.54	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	53.54	
					001 - 522 20 22 001 - FF Medical Insurance	53.54	
					001 - 522 20 22 001 - FF Medical Insurance	-171.97	Gremer Retro Termination
					001 - 589 99 99 000 - Payroll Clearing	132.03	
					001 - 589 99 99 000 - Payroll Clearing	10.00	
					001 - 589 99 99 000 - Payroll Clearing	123.75	
					001 - 589 99 99 000 - Payroll Clearing	10.00	
					001 - 589 99 99 000 - Payroll Clearing	123.75	
					001 - 589 99 99 000 - Payroll Clearing	78.77	
					001 - 589 99 99 000 - Payroll Clearing	123.75	
					001 - 589 99 99 000 - Payroll Clearing	3.93	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
129	01/26/2018	Claims	6291	10536	CITY OF CAMAS	3,090.00	Administrative And Management Services
					001 - 522 10 44 001 - Chief Services (Camas)	3,090.00	Feb 2018
130	01/26/2018	Claims	6291	10537	DELL MARKETING LP	185.77	Customer #82719486
					001 - 594 22 61 000 - Computer Equip	185.77	Computer Monitor
131	01/26/2018	Claims	6291	10538	Duo-Safety Ladder Corp	51.99	Cust. #9999999
					001 - 522 60 41 002 - Ladder Testing/Repair	51.99	Aluminum End Caps
132	01/26/2018	Claims	6291	10539	EMBROIDER IT	14.09	Sorensen
					001 - 522 20 33 000 - Volunteer Uniforms	14.09	Sorensen Name Patches
133	01/26/2018	Claims	6291	10540	GRAINGER		Items Returned prior to payment
134	01/26/2018	Claims	6291	10541	KAREN'S SEW IT ALL	50.00	
					001 - 522 20 25 001 - FF Uniforms	16.00	Sew On Patches, Harrington
					001 - 522 20 33 000 - Volunteer Uniforms	34.00	Sew On Patches, Sorensen
135	01/26/2018	Claims	6291	10542	LEGEND DATA SYSTEMS INC	39.13	EASTCOUNTYWA
					001 - 522 20 32 001 - Other Operating Supplies	39.13	Passport Name Tags
136	01/26/2018	Claims	6291	10543	NFPA	1,345.00	ID #2100357
					001 - 522 20 44 001 - Dues/Memberships	1,345.00	NFPA Subscription
137	01/26/2018	Claims	6291	10544	NW NATURAL	757.21	Account #2074612-9; Acct #1264540-4
					001 - 522 50 45 091 - Gas (St 91)	718.88	Station 91 Gas
					001 - 522 50 45 095 - Gas (St 95)	38.33	Station 95 Gas
138	01/26/2018	Claims	6291	10545	STAPLES ADVANTAGE	13.99	Customer # LA 113379872
					001 - 522 10.33 000 - Computer/Software/Supplies	13.99	
139	01/26/2018	Claims	6291	10546	ERIC TIERNEY	500.00	ECFR February
					001 - 522 10 40 001 - Computer/Website Mtce & R	500.00	February 2018 Computer Mtce.
140	01/26/2018	Claims	6291	10547	WASHINGTON FIRE CHIEFS	500.00	Michael Carnes

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East County Fire & Rescue
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 40 43 000		Tuition	500.00	Carnes - Fire Chief Conference
141	01/26/2018	Payroll	6291	10548	BENEFIT PLANS ADMINISTRATIVE SERVICES	9,900.00	Plan Number 401612
			001 - 522 10 27 001		Admin VEBA	900.00	
			001 - 522 10 27 001		Admin VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
			001 - 522 20 27 001		FF VEBA	900.00	
142	01/26/2018	Payroll	6291	10549	OPEIU Local 11	28.50	Pay Cycle(s) 01/25/2018 To 01/25/2018 - OPEIU Dues Linda Durrett
			001 - 589 99 99 000		Payroll Clearing	28.50	
						<hr/>	
			001 General Fund			31,440.40	
						<hr/>	
						31,440.40	Claims: 14,542.69
							Payroll: 16,897.71

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/18/2018 To: 01/31/2018

Time: 10:36:57 Date: 02/02/2018
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
104	01/25/2018	Payroll	6291	EFT		1,700.42	
					001 - 522 20 10 001 - Firefighter Salaries	2,001.50	
					001 - 522 20 10 001 - Firefighter Salaries	299.63	
					001 - 589 99 99 000 - Payroll Clearing	-600.71	
105	01/25/2018	Payroll	6291	EFT		203.15	
					001 - 522 10 11 001 - Commissioner Wages	228.00	
					001 - 589 99 99 000 - Payroll Clearing	-24.85	
106	01/25/2018	Payroll	6291	EFT		3,125.07	
					001 - 522 20 10 001 - Firefighter Salaries	3,355.20	
					001 - 522 20 10 001 - Firefighter Salaries	671.04	
					001 - 522 20 19 001 - Capt Deferred Comp	249.63	
					001 - 589 99 99 000 - Payroll Clearing	-1,150.80	
107	01/25/2018	Payroll	6291	EFT		2,321.63	
					001 - 522 10 10 001 - Admin Salaries	3,780.51	
					001 - 522 10 19 001 - Admin Deferred Comp	234.39	
					001 - 589 99 99 000 - Payroll Clearing	-1,693.27	
108	01/25/2018	Payroll	6291	EFT		567.93	
					001 - 522 20 10 001 - Firefighter Salaries	636.00	
					001 - 589 99 99 000 - Payroll Clearing	-68.07	
109	01/25/2018	Payroll	6291	EFT		542.88	
					001 - 522 20 10 001 - Firefighter Salaries	660.00	
					001 - 589 99 99 000 - Payroll Clearing	-117.12	
110	01/25/2018	Payroll	6291	EFT		2,265.68	
					001 - 522 10 10 001 - Admin Salaries	2,332.80	
					001 - 522 10 10 001 - Admin Salaries	518.40	
					001 - 522 10 14 001 - Admin Overtime	72.90	
					001 - 522 10 19 001 - Admin Deferred Comp	181.29	
					001 - 589 99 99 000 - Payroll Clearing	-839.71	
111	01/25/2018	Payroll	6291	EFT		3,114.51	
					001 - 522 20 10 001 - Firefighter Salaries	4,026.96	
					001 - 589 99 99 000 - Payroll Clearing	-912.45	
112	01/25/2018	Payroll	6291	EFT		210.55	
					001 - 522 10 11 001 - Commissioner Wages	228.00	
					001 - 589 99 99 000 - Payroll Clearing	-17.45	
113	01/25/2018	Payroll	6291	EFT		730.60	
					001 - 522 20 10 001 - Firefighter Salaries	563.75	
					001 - 522 20 10 001 - Firefighter Salaries	336.00	
					001 - 589 99 99 000 - Payroll Clearing	-169.15	
114	01/25/2018	Payroll	6291	EFT		801.11	
					001 - 522 20 10 001 - Firefighter Salaries	990.00	
					001 - 589 99 99 000 - Payroll Clearing	-188.89	
115	01/25/2018	Payroll	6291	EFT		2,373.08	
					001 - 522 20 10 001 - Firefighter Salaries	3,514.80	
					001 - 522 20 19 001 - Capt Deferred Comp	217.92	
					001 - 589 99 99 000 - Payroll Clearing	-1,359.64	
116	01/25/2018	Payroll	6291	EFT		210.55	
					001 - 522 10 11 001 - Commissioner Wages	228.00	
					001 - 589 99 99 000 - Payroll Clearing	-17.45	
117	01/25/2018	Payroll	6291	EFT		210.55	
					001 - 522 10 11 001 - Commissioner Wages	228.00	
					001 - 589 99 99 000 - Payroll Clearing	-17.45	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/18/2018 To: 01/31/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
118	01/25/2018	Payroll	6291	EFT		2,851.43	
					001 - 522 20 10 001 - Firefighter Salaries	2,556.48	
					001 - 522 20 10 001 - Firefighter Salaries	1,342.08	
					001 - 589 99 99 000 - Payroll Clearing	-1,047.13	
119	01/25/2018	Payroll	6291	EFT		591.12	
					001 - 522 20 10 001 - Firefighter Salaries	403.00	
					001 - 522 20 10 001 - Firefighter Salaries	312.00	
					001 - 589 99 99 000 - Payroll Clearing	-123.88	
120	01/25/2018	Payroll	6291	EFT		203.15	
					001 - 522 10 11 001 - Commissioner Wages	228.00	
					001 - 589 99 99 000 - Payroll Clearing	-24.85	
121	01/25/2018	Payroll	6291	EFT		2,246.61	
					001 - 522 20 10 001 - Firefighter Salaries	3,068.16	
					001 - 522 20 10 001 - Firefighter Salaries	767.04	
					001 - 522 20 19 001 - Capt Deferred Comp	237.78	
					001 - 589 99 99 000 - Payroll Clearing	-1,826.37	
122	01/25/2018	Payroll	6291	EFT		2,665.20	
					001 - 522 20 10 001 - Firefighter Salaries	3,834.72	
					001 - 589 99 99 000 - Payroll Clearing	-1,169.52	
123	01/25/2018	Payroll	6291	EFT		908.32	
					001 - 522 20 10 001 - Firefighter Salaries	1,098.00	
					001 - 589 99 99 000 - Payroll Clearing	-189.68	
124	01/25/2018	Payroll	6291	EFT		2,646.63	
					001 - 522 20 10 001 - Firefighter Salaries	2,988.48	
					001 - 522 20 14 001 - FF Overtime	747.12	
					001 - 589 99 99 000 - Payroll Clearing	-1,088.97	
125	01/25/2018	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	9,419.42	
					001 - 522 10 26 002 - Admin Retirement PERS	394.38	
					001 - 522 10 28 001 - Admin Retirement LEOFF	218.01	
					001 - 522 20 26 002 - FF Retirement PERS	80.77	
					001 - 522 20 26 002 - FF Retirement PERS	83.82	
					001 - 522 20 26 002 - FF Retirement PERS	114.27	
					001 - 522 20 26 002 - FF Retirement PERS	125.73	
					001 - 522 20 26 002 - FF Retirement PERS	90.81	
					001 - 522 20 26 002 - FF Retirement PERS	139.45	
					001 - 522 20 28 001 - FF Retirement LEOFF	124.95	
					001 - 522 20 28 001 - FF Retirement LEOFF	232.18	
					001 - 522 20 28 001 - FF Retirement LEOFF	218.66	
					001 - 522 20 28 001 - FF Retirement LEOFF	202.69	
					001 - 522 20 28 001 - FF Retirement LEOFF	211.69	
					001 - 522 20 28 001 - FF Retirement LEOFF	221.16	
					001 - 522 20 28 001 - FF Retirement LEOFF	208.23	
					001 - 522 20 28 001 - FF Retirement LEOFF	202.84	
					001 - 589 99 99 000 - Payroll Clearing	264.63	
					001 - 589 99 99 000 - Payroll Clearing	1,034.39	
					001 - 589 99 99 000 - Payroll Clearing	291.29	
					001 - 589 99 99 000 - Payroll Clearing	317.92	
					001 - 589 99 99 000 - Payroll Clearing	837.78	
					001 - 589 99 99 000 - Payroll Clearing	150.00	
					001 - 589 99 99 000 - Payroll Clearing	90.00	
					001 - 589 99 99 000 - Payroll Clearing	46.94	
					001 - 589 99 99 000 - Payroll Clearing	48.71	
					001 - 589 99 99 000 - Payroll Clearing	229.18	
					001 - 589 99 99 000 - Payroll Clearing	66.40	
					001 - 589 99 99 000 - Payroll Clearing	73.06	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/18/2018 To: 01/31/2018

Time: 10:36:57 Date: 02/02/2018
Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 589 99 99 000 - Payroll Clearing	52.77	
					001 - 589 99 99 000 - Payroll Clearing	81.03	
					001 - 589 99 99 000 - Payroll Clearing	201.35	
					001 - 589 99 99 000 - Payroll Clearing	374.14	
					001 - 589 99 99 000 - Payroll Clearing	351.30	
					001 - 589 99 99 000 - Payroll Clearing	352.36	
					001 - 589 99 99 000 - Payroll Clearing	326.61	
					001 - 589 99 99 000 - Payroll Clearing	341.12	
					001 - 589 99 99 000 - Payroll Clearing	356.39	
					001 - 589 99 99 000 - Payroll Clearing	335.54	
					001 - 589 99 99 000 - Payroll Clearing	326.87	
126	01/25/2018	Payroll	6291	EFT	IAFF2444		469.57
					001 - 589 99 99 000 - Payroll Clearing	54.80	
					001 - 589 99 99 000 - Payroll Clearing	61.03	
					001 - 589 99 99 000 - Payroll Clearing	54.80	
					001 - 589 99 99 000 - Payroll Clearing	61.03	
					001 - 589 99 99 000 - Payroll Clearing	58.96	
					001 - 589 99 99 000 - Payroll Clearing	67.26	
					001 - 589 99 99 000 - Payroll Clearing	58.96	
					001 - 589 99 99 000 - Payroll Clearing	52.73	
127	01/25/2018	Payroll	6291	EFT	IRS		5,164.02
					001 - 522 10 20 001 - Admin Unemployment/Medic	58.14	
					001 - 522 10 20 001 - Admin Unemployment/Medic	44.96	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	17.45	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	17.45	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	17.45	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	17.45	
					001 - 522 10 21 001 - Commissioner Payroll Benefi	17.45	
					001 - 522 20 20 001 - FF Unemployment/Medicare	32.77	
					001 - 522 20 20 001 - FF Unemployment/Medicare	61.02	
					001 - 522 20 20 001 - FF Unemployment/Medicare	9.22	
					001 - 522 20 20 001 - FF Unemployment/Medicare	9.57	
					001 - 522 20 20 001 - FF Unemployment/Medicare	57.41	
					001 - 522 20 20 001 - FF Unemployment/Medicare	13.05	
					001 - 522 20 20 001 - FF Unemployment/Medicare	14.36	
					001 - 522 20 20 001 - FF Unemployment/Medicare	53.08	
					001 - 522 20 20 001 - FF Unemployment/Medicare	56.53	
					001 - 522 20 20 001 - FF Unemployment/Medicare	10.37	
					001 - 522 20 20 001 - FF Unemployment/Medicare	58.08	
					001 - 522 20 20 001 - FF Unemployment/Medicare	55.60	
					001 - 522 20 20 001 - FF Unemployment/Medicare	15.92	
					001 - 522 20 20 001 - FF Unemployment/Medicare	54.17	
					001 - 589 99 99 000 - Payroll Clearing	282.51	
					001 - 589 99 99 000 - Payroll Clearing	24.85	
					001 - 589 99 99 000 - Payroll Clearing	353.50	
					001 - 589 99 99 000 - Payroll Clearing	299.45	
					001 - 589 99 99 000 - Payroll Clearing	9.22	
					001 - 589 99 99 000 - Payroll Clearing	56.50	
					001 - 589 99 99 000 - Payroll Clearing	280.95	
					001 - 589 99 99 000 - Payroll Clearing	395.89	
					001 - 589 99 99 000 - Payroll Clearing	17.45	
					001 - 589 99 99 000 - Payroll Clearing	86.63	
					001 - 589 99 99 000 - Payroll Clearing	97.97	
					001 - 589 99 99 000 - Payroll Clearing	341.44	
					001 - 589 99 99 000 - Payroll Clearing	17.45	
					001 - 589 99 99 000 - Payroll Clearing	17.45	
					001 - 589 99 99 000 - Payroll Clearing	368.33	
					001 - 589 99 99 000 - Payroll Clearing	63.42	
					001 - 589 99 99 000 - Payroll Clearing	24.85	
					001 - 589 99 99 000 - Payroll Clearing	473.40	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/18/2018 To: 01/31/2018

Time: 10:36:57 Date: 02/02/2018
Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 589 99 99 000		Payroll Clearing	589.30	
			001 - 589 99 99 000		Payroll Clearing	90.79	
			001 - 589 99 99 000		Payroll Clearing	581.17	
128	01/25/2018	Payroll	6291		EFT OR Department of Revenue	454.00	
			001 - 589 99 99 000		Payroll Clearing	211.00	
			001 - 589 99 99 000		Payroll Clearing	243.00	
143	01/31/2018	Claims	6291		EFT STATE OF WASHINGTON DEPARTMENT OF REVENUE	105.95	
			001 - 522 10 31 000		Furniture/Appliances	69.30	Recliners For ST 91
			001 - 522 20 25 001		FF Uniforms	18.32	Duty Boots Troutman
			001 - 522 20 25 001		FF Uniforms	18.33	Duty Boots Vera
						<hr/>	
		001 General Fund				46,103.13	
						<hr/>	
						46,103.13	Claims: 105.95 Payroll: 45,997.18

Deputy Chief Report

2-6-18

Calls since last Commissioner meeting: **64**

EMS: **33**

Fire: **1**

Other: **30**

Calls YTD: 2018- **88**

Staff Overtime Numbers:

Budget Amount: **\$68,000.00**

Used YTD: **\$3,290.41**

% Used: **4.84%**

- Brown outs since last meeting: **4**
 - 1-12-18, Station 94, 24 hours
 - 1-13-18, Station 94, 24 hours
 - 1-16-18, Station 94, 24 hours
 - 1-26-18, Station 94, 11.5 hours
- Attended a Clark County Chiefs Meeting at Station 61 on Thursday 2-1-18.
- Country Restoration has successfully completed the water damage repairs at Station 93.
- Captain Burch and CRESA are in the process of uploading ECFR's new radio template for the new P25 digital upgrade on all ECFR radios.
- ECFR has a training burn scheduled for Saturday, 2-10-18. The training burn is on NE Stauffer Road at 0800 hours. Commissioners are welcome to attend, parking will be somewhat limited so please let me know if you would like to attend.

AC Jacobs Report

2-6-18

The inspection trip for the new engine was January 28th, 29th, and 30th.

January EST training was 1-22-2018.

February ACC/EOC training 2-13-2018 Sta. 91.

February EST training 2-26-2018 Sta. 93 7PM.

The EST will be assisting with the training burn Feb. 10th.

Safety Report

Last safety committee meeting was 1-25-18

Next safety committee meeting, 3-29-18 Sta. 91 7:30 PM.

One incident since the last board meeting, an ankle injury that occurred on residential porch steps on a medical call.

Commissioners,

Our inspection trip for our new engine went very well, the overall quality of construction was very impressive with very few issues to correct. We found that we needed to add a grab handle on each side next to the crosslay hose bed. I discovered that the opticom light (used to control traffic signals) was omitted from our specifications, and needs to be added. We were able to delete two large diameter suction hose adapters for credit.

Cost of the opticom light is \$2,366.00, the two grab handles are \$159.00, the two suction adapters are a credit of \$746.00.

Both Chief Carnes and I were able to road test it and were very impressed, it is much quieter than our current engines, switches and controls are well located, both the driver and officer seating areas are larger and more comfortable than our existing engines.

Overall this was a good trip and this engine will be a great addition to our fleet.

AC Jacobs



East County Fire & Rescue
600 NE 267th Avenue Camas, WA 98607

Phone: 360.834.4908
Fax: 360.834.5454

SEMINAR PRESENTED BY ATTORNEY BRIAN SNURE

HOSTED BY
EAST COUNTY FIRE & RESCUE
Board of Commissioners

Seminar topics:

Attorney Brian Snure will be presenting a comprehensive seminar regarding the legal basics of governing a fire protection district or regional fire authority.

This class will provide the knowledge and background needed to understand and address the challenges involved in governing, leading and operating fire districts and regional fire authorities. Topics for this full-day program include the following:

- The relationships between fire commissioners and personnel.
- Powers, authority, duties and responsibilities of commissioners, chief and secretaries.
- Relationships with state and county offices.
- Risk management and insurance.
- Open Public Meetings and executive sessions compliance.
- Open Public Records Act and record retention compliance.
- Ethics—conflicts of interest.
- Finances—revenue sources, tax levies, budgets, lid lifts, debt limitations, elections.
- Bid law requirements.
- Fire Service Consolidation Options.
- Volunteer firefighter associations.

Other areas of law will also be addressed with an opportunity for class participants to ask questions. Attendees will receive a certificate of participation that documents compliance with the Open Public Meeting and Open Public Record training requirements.

Information:

Date: April 21, 2018

Time: 9:00 am to 4:00 pm

Location: Station 91 (main station), 600 NE 267th Ave., Camas, WA 98607

Cost: \$180 per person (includes lunch)

Registration: Contact Board Secretary Iliana Ortega at iortega@ECFR.us or 360-834-4908 to register. Deadline to register is April 17, 2018. Space is limited, early registration is recommended. Audience: This seminar is targeted for Fire District Commissioners, Fire Chiefs, and administration.

Prevent, Protect & Serve

www.ECFR.us



About the Presenter:

Brian Snure is a sole practitioner operating as Snure Law Office, PSC located in Des Moines, Washington. The firm was founded by Clark Snure in 1964 and has provided professional, efficient and economical legal representation to municipal clients throughout the State of Washington for over 48 years. Our municipal clients range in size from small volunteer fire districts located in rural areas to large urban districts and regional fire authorities. Although our offices are located in Des Moines we currently represent over 100 municipal clients throughout western and eastern Washington.

Brian Snure has represented fire protection districts, regional fire authorities and other special purpose districts including water districts, sewer districts, metropolitan park districts and cemetery districts for over twenty-two years. Brian also maintains a limited general practice emphasizing estate planning, probate and real estate. He has authored or co-authored numerous handbooks relating to fire districts and departments and has spoken at numerous Continuing Legal Education courses on a wide variety of issues affecting municipal governments. Brian frequently serves as a lecturer at seminars presented by the Washington Fire Commissioners Association, the Washington State Sewer and Water Association and presents the Snure Seminars annual series of seminars. Brian regularly conducts training for both management and personnel on a local and regional basis covering a wide range of topics affecting the operations of municipal corporations. Brian is a Past President and current board member of the Rotary Club of Des Moines and Normandy Park, serves as a Board Member for Highline Music4Life, the Des Moines Dollars For Scholars Community Scholarship Foundation, and previously served on the Board of the Des Moines Food Bank and the Des Moines Chamber of Commerce. Brian received a B.A. and M.A. from the University of Washington in History and received his Juris Doctor degree from the University of Washington Law School where he served on the editorial board of the Washington Law Review. Brian is married to Leslie, and they have two wonderful daughters, Erika, a senior at the University of Washington and Emily, a sophomore at Washington State University.

EAST COUNTY FIRE & RESCUE

RESOLUTION #237-02062018

A RESOLUTION PROVIDING FOR THE DISPOSAL OF APPARATUS #911, A 1993 HME/CENTRAL STATES FIRE ENGINE DEEMED TO BE SURPLUS TO THE REASONABLY FORESEEABLE NEEDS OF EAST COUNTY FIRE & RESCUE.

WHEREAS, Apparatus #911, a 1993 HME/Central States Fire Engine (VIN 44KFT4280PWZ17713) belonging to East County Fire & Rescue is no longer used by the District; and,

WHEREAS, the value, obsolescence and condition of this equipment makes it impractical to trade the same in on newer or different 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 Deputy Chief, Apparatus #911 (HME/Central States Fire Engine) 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 Apparatus #911 (HME/Central States Fire Engine).
3. That the Deputy Chief is authorized to dispose of Apparatus #911 (HME/Central States Fire Engine) in a manner that will be to the best advantage to East County Fire & Rescue.

ADOPTED at a meeting of the Board of Commissioners for East County Fire & Rescue this 6th day of February 2018 the following Commissioners being present and voting.

Chairperson

Commissioner

Commissioner

Commissioner

Commissioner

DISTRICT SEAL

ATTEST: _____
District Secretary

EAST COUNTY FIRE & RESCUE

RESOLUTION #238-02062018

A RESOLUTION PROVIDING FOR THE DISPOSAL OF APPARATUS #1016, A 2008 MERCURY GRAND MARQUIS LS DEEMED TO BE SURPLUS TO THE REASONABLY FORESEEABLE NEEDS OF EAST COUNTY FIRE & RESCUE.

WHEREAS, Apparatus #1013, a 2008 Mercury Grand Marquis LS (VIN 2MEFM75V18X610027) belonging to East County Fire & Rescue is no longer used by the District; and,

WHEREAS, the value, obsolescence and condition of this equipment makes it impractical to trade the same in on newer or different 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 Deputy Chief, Apparatus #1013 (Mercury Grand Marquis) 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 Apparatus #1013 (Mercury Grand Marquis).
3. That the Deputy Chief is authorized to dispose of Apparatus #1013 (Mercury Grand Marquis) in a manner that will be to the best advantage to East County Fire & Rescue.

ADOPTED at a meeting of the Board of Commissioners for East County Fire & Rescue this 6th day of February 2018 the following Commissioners being present and voting.

Chairperson

Commissioner

Commissioner

Commissioner

Commissioner

DISTRICT SEAL

ATTEST: _____
District Secretary

AGREEMENT TO TERMINATE

WATER CONNECTION INTERLOCAL AGREEMENT

The East County Fire & Rescue a special purpose district of the State of Washington (hereinafter ("ECFR")), and the Port of Camas Washougal, a Washington public port district (the "Port"), (collectively "Parties") previously entered into an Interlocal Agreement to allow the Port to connect to ECFR's Water System to supply the Port's fire system for the Grove Field airport (sprinklers and hydrants) ("Water Supply") (ILA).

The Parties now wish to terminate said ILA.

NOW, THEREFORE, pursuant to Chapter 39.34 RCW, and in consideration of the mutual benefits and covenants described herein, the Parties agree as follows:

- 1) The Parties' ILA is terminated, effective January 31, 2018.

EAST COUNTY FIRE & RESCUE :

PORT OF CAMAS WASHOUGAL:

Date: _____



David Ripp, Executive Director

Date: January 3, 2018

EAST COUNTY Fire and Rescue

PURCHASING REQUEST FORM

REQUESTED ITEM(S): AVL HARDWARE, FIRECOM HEADSETS.

BRAND/MODEL/VENDOR/PART NUMBER: SEE QUOTES

APPARATUS / STATION NUMBER: NEW E91

ESTIMATED COST OF REQUESTED ITEM: \$5795⁰⁰

EXPLAIN THE NEED FOR REQUESTED ITEM: TO MAKE NEW ENGINE OPERATIONAL

PERSON REQUESTING THE PURCHASE: BURCH

DATE: 02.6.18

BUDGET CODING: SUB _____ ELE _____ OBJ _____ ID _____

DATE NEEDED BY: ARRIVAL OF NEW ENGINE

DO NOT WRITE BELOW THIS LINE

AUTHORIZATION FOR PURCHASE: _____
AUTHORIZED SIGNATURE

DATE ORDERED: _____

VENDOR: _____

TOTAL COST: _____

PAYMENT METHOD: VISA M/C NET 30 P/C

COMMENTS:

DAY Wireless Systems

1721 NE 64th Ave; Suite 100

Vancouver, WA 98661



Proposal

Prepared For: East Co Fire & Rescue

Contact:

Address:

City/State/Zip:

Phone:

Date: 1/27/2018

Acct #

PO#

Item	Qty	Description	Unit Cost	Total
4 POSITION WIRED FIRECOM SYSTEM				
	1	5100D Intercom to monitor 1 radio	\$950.00	\$950.00
	1	Radio Interface Cable for APX6500	\$185.00	\$185.00
	2	UH-51 Wired Under-Helmet Headset - Radio PTT	\$310.00	\$620.00
	2	UH-52 Wired Under-Helmet Headset - Intercom Only	\$310.00	\$620.00
	4	HM-10 Headset Module	\$60.00	\$240.00
	1	PP-20 Exterior Headset Module (Pump Panel)	\$90.00	\$90.00
	1	150 ft spool Cable	\$30.00	\$30.00
	4	Headset Hanger Hook	\$6.00	\$24.00
	1	Firecom installation at customer location	\$1,040.00	\$1,040.00

Equipment / Labor	\$3,799.00
Shipping	\$12.00
Subtotal	\$3,811.00
7.7% Sales Tax	\$293.45
Total	\$4,104.45

Note: The proposed labor rate is based on work performed during regular business hours Monday - Friday 8:00 AM to 5:00PM Overtime labor rates are higher

Scope of Work:

> Proposal Valid for 60 Days <

Area Sales Rep:

Chris Tate
Office: 360-256-9444
Fax: 360-256-2890
Email: ctate@daywireless.com

Customer Serv Rep:

Chris Fraley
Office: 360-256-9444
Fax: 360-256-2890
Email: gfraley@daywireless.com

DAY Wireless Systems
 1721 NE 64th Ave; Suite 100
 Vancouver, WA 98661



Proposal

Prepared For: East Co Fire & Rescue

Contact:

Address:

City/State/Zip:

Phone:

Date: 1/25/2018

Acct #

PO#

Item	Qty	Description	Unit Cost	Total
	1	Sierra Wireless GPS Modem: GX450, Verizon, Ethernet	\$795.00	\$795.00
	1	Antenna	\$145.00	\$145.00
	1	Operating Supplies	\$20.00	\$20.00
	1	Installation	\$595.00	\$595.00

Equipment / Labor	\$1,555.00
Shipping	\$16.00
Subtotal	\$1,571.00
7.7% Sales Tax	\$120.97
Total	\$1,691.97

Note: The proposed labor rate is based on work performed during regular business hours Monday - Friday 8:00 AM to 5:00PM Overtime labor rates are higher

Scope of Work:

> Proposal Valid for 60 Days <

<u>Area Sales Rep:</u>	Chris Tate	<u>Customer Serv Rep:</u>	Chris Fraley
Office:	360-256-9444	Office:	360-256-9444
Fax:	360-256-2890	Fax:	360-256-2890
Email:	ctate@daywireless.com	Email:	gfraley@daywireless.com

