

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

October 4, 2016

Station 91

7 PM

AGENDA

CALL TO ORDER:

Flag Salute

GUESTS:

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of September 20, 2016 Regular Board Meeting Minutes
2. Approval of September 20, 2016 Revenue Sources for FY 2016 Minutes
3. Approval of September 20, 2016 Local BVFF&RO Meeting Minutes
4. Approval of September 28, 2016 Special Workshop Minutes
5. Approval of October 4, 2016 Financial Statement
6. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Assistant Chief Jacobs
Chief Al Gillespie

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

FIRE DISTRICT BUSINESS:

Planning Group Workshop
Executive Search Committee
Resolution #211-10042016 Transfer Funds to Apparatus Reserve Account
Resolution #212-10042016 Transfer Funds to Capital Facility Reserve Account
FY2017 Draft Budget
Consider Proposed Interlocal Agreement

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

EXECUTIVE SESSION:

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

ADJOURNMENT:

Next Regular Board Meeting: October 18, 2016, Station 91, 7 PM

EAST COUNTY FIRE & RESCUE
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

September 20, 2016

Station 91

7 PM

Draft Minutes

ATTENDANCE:

Martha Martin
Tom Gianatasio
Kacie Jones
Danny Burch
Reece Bonefant

Mike Taggart
Robert Jacobs
Paula Knapp
Sean Gremer
Karen Gianatasio

Sherry Petty
Al Gillespie
Michelle McDermott
Shelby DeLong
Richard Hamby

CALL TO ORDER: 19:00 PM

Flag Salute

GUESTS:

None

AGENDA ADJUSTMENTS:

None

CONSENT AGENDA:

1. Approval of September 6, 2016 Regular Board Meeting Minutes
2. Approval of September 6, 2016 Local BVFF&RO Meeting Minutes
3. Approval of September 19, 2016 Special Workshop Minutes
4. Approval of September 19, 2016 Financial Statement
5. Excuse Absent Commissioner(s):

Motion by Commissioner Gianatasio to approve the consent agenda, **second by Taggart.**

Motion passed unanimously.

OPEN TO PUBLIC:

Nothing

CORRESPONDENCE:

Chief Gillespie explained that ECFR has received a letter from the Clark County Auditor's office describing the possibility of fees for AP and payroll services. Chief Gillespie also shared an MOU from the OPEIU regarding cost of living increases.

STAFF REPORT:

Chief Gillespie and Chief Jacobs read their reports, copies are in the packet.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing

SAFETY REPORT:

Chief Jacobs announced the next Safety Committee meeting will be September 27 at Station 94.

FIRE DISTRICT BUSINESS:

Planning Group Workshop:

The next planning workshop is scheduled for September 28th, 6:00 PM at Station 91.

Executive Search Committee:

No updates at this time

Consider Amendments to the 2016 Budget:

Because this is pertinent to tonight's executive session, this will be revisited after that session.

Consider Purchase Request for Station 91 Flag Pole Lights:

Secretary Jones advised that the District that the electricians respectfully refused to bid the installation of lights on the building or surrounding poles, as this had the potential to interfere with air traffic at the neighboring airport. Chief Gillespie recommended that the board make the requested repairs. The purchase request was denied.

Consider RFP to move emergency generator to Station 94:

Commissioner Gianatasio asked that the RFP include a proposal for a fueling station.

Motion by Commissioner Taggart to approve the RFP, seconded by Gianatasio. Motion Passed.

Consider Proposed Interlocal Agreement:

Chief Gillespie explained that Camas will move on this proposal in October. It will be added to the Special Workshop agenda.

COMMISSIONER COMMENTS:

Commissioner Martin thanked ECFR members for their coordination and participation in the open house on September 17th.

OPEN TO PUBLIC:

Nothing

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

Nothing

ROUND TABLE:

Nothing

EXECUTIVE SESSION:

RCW 42.31.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

RCW 42.30.110(1)(c) to consider the sale of real estate.

The Board went into executive session at 19:51. Anticipated return of 20:21.

The board reconvened at 20:21

Chief Gillespie announced that Station 96 had sold. The board should anticipate an additional \$440,000 in revenue. Chief recommended that the board allocate \$40,000 to building repair and maintenance, pay off the balance of the radios and transfer the rest to the apparatus reserve fund.

Motion by Commissioner Petty to accept the Chief's recommendations, seconded by Gianatasio. Motion Passed.

Motion by Commissioner Taggart to adjourn, second by Gianatasio. Motion passed.

ADJOURNMENT: 20:25

Martha Martin, Chairperson

Mike Taggart, Vice Chair

Tom Gianatasio, Commissioner

Mike Berg, Commissioner

Sherry Petty, Commissioner

DISTRICT SEAL:

ATTEST:

Kacie Jones, District Secretary

EAST COUNTY FIRE & RESCUE

PUBLIC HEARING REVENUE SOURCES FOR FY 2017 September 20, 2016 Draft Minutes

CALL TO ORDER:

The Public Hearing was called to order by Chairperson Martha Martina at 7:00 PM at Fire Station 91.

The following were in attendance:

Martha Martin
Tom Gianatasio
Kacie Jones
Paula Knapp
Danny Burch

Mike Taggart
Al Gillespie
Karen Gianatasio
Michelle McDermott
Shelby DeLong

Sherry Petty
Robert Jacobs
Richard Hamby
Sean Gremer
Reece Bonefant

PURPOSE:

The purpose of this Public Hearing was to consider possible revenue sources for FY2017, as required by Washington State law. This Public Hearing deals only with proposed revenue from taxes that the District may choose to levy.

Notice of this Public Hearing has been published in two editions of the Camas-Washougal Post-Record, posted on the Fire District's web site, and publicly posted at Station 91.

Chief Gillespie began by explaining that Clark County does not have final assessed values yet. Preliminary numbers indicate an 8%-10% increase in assessed values. The District used the remainder of its banked capacity in FY2016. Tax revenue will be limited to a 1% increase over 2016 revenue.

The levy rate for the general fund in 2016 was 1.4740988892. Based on preliminary numbers, the levy rate for the general fund will be reduced to approximately 1.35 due to the 1% limitation. The estimated property tax amount with the 1% increase is approximately \$1,995,900.

The \$0.35 EMS levy is a 'pass-through' to Camas. In return for that money, Camas is expected to provide ECF&R with initial EMS training, disposable medical supplies and some medical equipment. The EMS Levy is subject to the same 1% limitation as the general fund. The levy rate in 2016 was 0.3237443493. The anticipated EMS levy rate for FY2017 is approximately 0.30 due to the 1% limitation.

The estimated property tax amount with the 1% increase is \$437,721. Chief Gillespie recommends that the board seek the maximum allowable increase for both levies.

Commissioner Martin clarified the estimated amounts based on implementing the maximum allowable increases. Commissioner Martin then called for public comment; there was none.

Motion by Commissioner Taggart to accept Chief Gillespie's recommendations, **seconded** by Petty. **Motion passed.**

ADJOURNMENT:

The Board adjourned the Public Hearing at 7:05 PM.

Respectfully Submitted,

Martha Martin, Chairperson

Mike Taggart, Commissioner

Mike Berg, Commissioner

Sherry Petty, Commissioner

Tom Gianatasio, Commissioner

ATTEST:

DISTRICT SEAL:

Kacie Jones, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes
September 20, 2016

CALL TO ORDER:

The meeting was called to order by Chairperson Martha Martin at 7:58 PM at Station 91.

The following were in attendance:

Martha Martin

Sherry Petty

Kacie Jones

Paula Knapp

Danny Burch

Mike Taggart

Tom Gianatasio

Karen Gianatasio

Michelle McDermott

Shelby DeLong

Al Gillespie

Robert Jacobs

Richard Hamby

Sean Gremer

Reece Bonefant

BUSINESS:

There is no business tonight.

ADJOURNMENT:

The Local Board adjourned at 7:59 PM.

Respectfully Submitted,

Tom Gianatasio, Commissioner,
Sherry Petty, Alternate

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

Kacie Jones, District Secretary
Bob Jacobs, Alternate

Martha Martin, Chairperson
Mike Taggart, Alternate

DISTRICT SEAL:

Bob Jacobs, Chief's Rep.

EAST COUNTY FIRE & RESCUE
SPECIAL BOARD OF FIRE COMMISSIONERS WORKSHOP
September 28, 2016
Station 91

Draft Minutes

ATTENDANCE:

Martha Martin
Tom Gianatasio
Robert Jacobs
Larry Wagoner

Al Gillespie
Mike Berg
Linda Durrett
Richard Hamby

Sherry Petty
Mike Taggart
Kacie Jones

CALL TO ORDER: 6:00 PM

Chief Gillespie gave an overview of the topics to be discussed.

The board adjourned to executive session under RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee at 18:02 for 15 minutes. Anticipated return 18:17 the board reconvened at 18:17.

Motion by Commissioner Taggart to accept the proposed interlocal agreement, **seconded by Gianatasio. Motion Passed.**

Chief Gillespie explained that the next item is the 2016 amended budget proposal that was presented at the last board meeting. **Motion by Commissioner Gianatasio** to adopt resolution 210-09282016, **seconded by Petty. Motion Passed.**

Linda Durrett went over the first draft of the 2017 budget and explained a number of proposed changes. Chief Gillespie explained that this was a general overview of the first draft, the board should take some time to review and develop questions for the next meeting.

Meeting adjourned: 7:32 PM

Respectfully Submitted,

Martha Martin, Chairperson

Mike Berg, Commissioner

Tom Gianatasio, Commissioner

Sherry Petty, Commissioner

Mike Taggart, Commissioner

DISTRICT SEAL:

ATTEST:

Kacie Jones, District Secretary

EAST COUNTY FIRE & RESCUE
of CLARK COUNTY, WASHINGTON

RESOLUTION # 211-10042016
Resolution Transferring Funds from General Fund 6291 to Sub-Fund 6291-1
APPARATUS REPLACEMENT FUND

WHEREAS, the East County Fire & Rescue Board of Commissioners has previously established Sub-Fund 6291-1 for the purpose of apparatus replacement; and

WHEREAS, the Fire District has previously transferred funds from Fund 6291 into Sub-Fund 6291-1; and

WHEREAS, it would be advantageous for the District to reserve additional funds for the purpose of apparatus replacement

Therefore, be it Resolved by the Board of Commissioners of East County Fire & Rescue that \$448,102.00 be transferred from Fund 6291 to Sub-Fund 6291-1.

Adopted by the Board of Fire Commissioners at a Regular Meeting of the East County Fire & Rescue Board of Commissioners on this 4th Day of October, 2016, with the following Commissioners being present and voting:

Chairperson

Commissioner

Commissioner

Commissioner

Commissioner

DISTRICT SEAL

ATTEST _____

District Secretary

EAST COUNTY FIRE & RESCUE
of CLARK COUNTY, WASHINGTON

RESOLUTION # 212-10042016
Resolution Transferring Funds from General Fund 6291 to Sub-Fund 6291-2
CAPITAL FACILITY FUND

WHEREAS, the East County Fire & Rescue Board of Commissioners has previously established Sub-Fund 6291-2 for the purpose of Capital Facility repair or replacement; and

WHEREAS, the Fire District has previously transferred funds from Fund 6291 into Sub-Fund 6291-2; and

WHEREAS, it would be advantageous for the District to reserve additional funds for the purpose of Capital Facility needs

Therefore, be it Resolved by the Board of Commissioners of East County Fire & Rescue that \$20,484.00 be transferred from Fund 6291 to Sub-Fund 6291-2.

Adopted by the Board of Fire Commissioners at a Regular Meeting of the East County Fire & Rescue Board of Commissioners on this 4th Day of October, 2016, with the following Commissioners being present and voting:

Chairperson

Commissioner

Commissioner

Commissioner

Commissioner

DISTRICT SEAL

ATTEST _____
District Secretary

2017 Budget Proposal

Revenue

- 311100-000-0000 Property Tax - Includes \$50,000 which is offset by Virtual Reserve Expenditure to capture the maximum allowed revenue.
- 311105-000-0000 Admin Refund – Clark County changed their method of accounting resulting in increased revenue for ECFR.
- 395100-00-000 DNR Timber Sales - \$1000 due to unpredictability

Expenditure

- Payroll items are all based on contractual pay increases. 1.7% COLA plus 4% IAFF wage adjustment.
- Add \$2061 if the Board elects to allow a COLA increase for part-time firefighters.
- 522200-318 Furniture/Appliances – Requested by Captains to replace items at Station 91 and Station 94
- 522200-339 Bldg Supplies/Facility Misc – Includes \$1100 for a flammable liquids cabinet at Station 94
- 522200-359 Equipment – Includes \$10,000 to equip a new engine and \$2000 to replace an out of service ladder
- 522200-410 Clark County Fee for Service – May be eliminated if we pay our own invoices and payroll. Estimated cost is \$5000 annually for software and \$400 to purchase checks and additional postage.
- 522200-411 State Audit Costs – Bi-annual audit
- 522200-419 001 Chief Services (Camas) –Potential Interlocal Agreement
- 522200-492 Election Fees – 2 Commissioner seats on the ballot. Based on previous costs.
- 522400-314 Books/Periodicals (Training) – Requested amount to update to current edition training manuals.
- 522400-496 Tuition – Additional to cover Deputy Chief training and web based training for firefighters

East County Fire Rescue

FY 2017

General Operating Budget

2014 2015 2016 2017

	Budget Amt. YTD July 31 Percentage			
	2014	2015	2016	2017
Revenues				
308100-000-0000 Fund Transfer 6291-4	\$ 150,692.59		0	
308800-001-0000 Beg Bal Previous Year Rollover	0.00	0.00	\$ 98,307.00	65.5%
311100-000-0000 Property Tax Collected	1,652,754.74	1,800,660.15	1,093,836.87	54.7%
311100-002-0000 Property Tax - Delinquent	0.00	0.00	0.00	0.0%
311105-000-0000 Admin Refund	1.86	1.58	901.13	18022.6%
317200-000-0000 Leasehold Excise Tax	2,712.88	3,838.74	3,592.64	149.7%
317400-000-0000 Timber Excise Tax	15,432.04	11,349.64	4,464.32	148.8%
331970-001-0000 SAFER Grant Recruit	98,917.00	58,899.00	0	
331970-002-0000 Hose and Nozzle Grant		2,455.00	0.00	0.0%
332156-000-0000 Wildlife-In Lieu of Taxes	215.00	185.49	200.70	100.4%
333000-000-0000 Indirect Federal Grants	724.75	0.00	0.00	
334013-000-0000 WSP FF1 Reimbursement	5,400.00	2,700.00	2,500	0.0%
334049-000-0000 Grants State/DOH	1,473.00	1,341.00	1,290.00	95.6%
342202-002-0000 Budget Reimb/Accts Receivable	6,584.99	270.11	425.93	213.0%
342202-003-0000 BVFF	1,300.00	1,300.00	0.00	0.0%
342210-000-0000 Fire Protection Services	849.00	239.15	0.00	0.0%
342210-001-0000 Fire Services MOB-Personnel	143,481.79	60,055.11	33,124.35	36.7%
342210-002-0000 Fire Services MOB-Equipment	39,482.48	51,841.19	16,618.95	66.5%
342210-003-0000 WMX	3,278.34	3,733.60	0.00	0.0%
342210-004-0000 Jemtegaard	597.26	582.04	0.00	0.0%
342252-000-0000 EMS Revenue	125.62	30.22	0	
361109-000-0000 Interest Earnings	5,280.56	6,763.77	6,133.70	175.2%
361320-000-0000 Unrlzd Gain (loss) on investme	(1,090.81)	(3,668.17)	5,805.61	
362501-000-0000 DNR Timber Rents	15,585.44	17,862.85	14,681.38	146.8%
367000-000-0000 Contributions & Donations	37,994.53	190.00	146.00	36.5%
369100-000-0000 Sale of Junk & Salvage	541.50	0.00	650.00	1300.0%
369900-000-0000 Other Misc. Revenue	132.30	0.30	50.00	100.0%

East County Fire Rescue

FY 2017

General Operating Budget

	2014	2015	2016	2017
395100-00-000	1,781.99	59,823.64	1,000	1,000.00
395200-000-0000	31,205.63	685.12		0.00
Total Revenues	2,215,454.48	2,083,154.53	2,330,067	2,199,351.00
			188,683.25	18868.3%
				63.0%

East County Fire Rescue FY 2017

General Operating Budget

		2014	2015	2016	2017		
Expenses							
511600-110	Legislative Salaries	9,519.00	18,012.00	54,720	17,214.00	31.5%	54,720
511600-210	Commissioner Benefits	754.42	1,467.49	4,460	1,359.92	30.5%	4,350
511600-433	Commissioner Mileage		136.62	350	0.00	0.0%	350
511600-435	Commissioner Meals		442.00	500	0.00	0.0%	500
511600-438	Commissioner Lodging		1,464.11	1,200	0.00	0.0%	1,200
511600-491	Commissioner Dues/Membership	2,050.00	2,300.00	2,800	2,358.00	84.2%	2,800
511600-496	Commissioner Tuition		1,390.00	1,000	0.00	0.0%	1,000
522100-110	Miscellaneous Salaries	371.87	1,039.50	6,500	0.00	0.0%	6,500
522100-110-VSG	Salaries-VSG	2,589.22	1,589.13	0	0.00		0
522100-110-FT	Salaries Full-time	738,068.09	724,303.55	753,144	369,216.24	49.0%	756,200
522100-110-PT	Salaries Part-time	127,216.29	118,613.77	151,457	79,809.70	52.7%	158,493
522100-120	Quarterly Reimbursement	12,612.25	16,924.50	40,000	21,880.50	54.7%	30,000
522100-120-VSG	Quarterly Reimbursement VSG	44,358.75	18,520.50	0	0.00		0
522100-140	Overtime	23,946.18	51,113.04	48,000	21,551.48	44.9%	48,000
522100-140-VSG	Overtime VSG	1,709.07	662.17	0	0.00		0
522100-142	Comp Time Used	113.24	293.60	0	0.00		0
522100-206-FT	PERS FT						7,316
522100-206-PT	PERS PT	12,358.82	12,335.46	14,138	9,189.13	65.0%	17,720
522100-208-FT	LEOFF/PERS	53,160.47	48,939.03	50,511	29,099.20	57.6%	38,637
522100-210-001	Magellan - EAP	1,680.00	1,435.00	1,680	945.00	56.3%	1,260
522100-210-002	Unemployment/Medicare FT	15,274.65	15,180.21	14,118	6,717.63	47.6%	15,682
522100-210-003	Unemployment/Medicare PT	2,775.10	3,204.12	2,466	1,401.27	56.8%	3,091
522100-210-004	Medicare/SS Vol	4,434.61	2,894.87	4,207	1,675.45	39.8%	2,295
522100-211	Disability						11,146
522100-213	Deferred Comp	33,459.70	27,828.47	24,847	10,944.16	44.0%	22,793
522100-213-VSG	457B Hartford VSG	1,800.00	1,256.25	0	0.00	#DIV/0!	0
522100-221	Medical Insurance	168,382.34	138,469.17	151,939	90,098.32	59.3%	163,250
522100-221-001	VEBA		5,400.00	8,100	8,100.00	100.0%	9,000

East County Fire Rescue FY 2017

General Operating Budget

	2014	2015	2016	2017
522100-222-FT	20,591.78	19,427.84	24,910	13,461.59
Labor & Industries FT				54.0%
522100-222-PT	6,533.48	7,249.97	7,720	4,822.48
Labor & Industries PT				62.5%
522100-251	2,245.40	3,171.01	4,000	2,432.57
Uniforms LD				60.8%
522200-110	49,494.42	34,593.55	30,000	0.00
Wildland Salaries & Benefits				0.0%
522200-140	93,231.23	68,266.74	50,000	0.00
Wildland Overtime & Benefits				0.0%
522200-314	127.56	184.94	300	42.00
Maps/Books/ Periodicals JT				14.0%
522200-315	1,113.80	2,059.72	1,500	335.25
Office Supplies				22.4%
522200-318				
Furniture/Appliances				
522200-322	1,598.35	1,795.81	1,500	869.40
Cleaning and Sanitation				58.0%
522200-324	801.94	836.19	1,200	662.94
Food and Water				55.2%
522200-326	1,425.17	1,307.85	2,000	396.93
Expendable Equipment				19.8%
522200-327	4,630.87	2,020.31	2,000	1,884.10
Computer/Software/Supplies				94.2%
522200-328	8,743.94	1,433.32	6,000	740.82
Turn-Outs JT				12.3%
522200-328-VSG	17,349.50	4,291.44	0	0.00
Turn-Outs-VSG-JT				0
522200-328-001	1,195.93	310.89	4,000	1,252.15
PPE Accessories JT				31.3%
522200-328-002	993.88	133.45	500	55.24
Volunteer Uniforms LD				11.0%
522200-328-003	1,254.88	1,391.04	2,000	0.00
T-Shirts/Sweatshirts LD				0.0%
522200-329	953.08	809.79	1,500	228.85
Other Operating Supplies				15.3%
522200-329-001	114.62	0.00	150	119.50
Address Signs ZA				79.7%
522200-339	849.19	881.60	1,500	183.90
Bldg Supplies/Facility Misc				12.3%
522200-359	11,654.74	1,474.47	3,500	1,604.14
Equipment				45.8%
522200-359-GP	1,746.38	0.00	0	0.00
Equipment				0
522200-359-001			4,000	0.00
Tech Rescue Equipment DB				0.0%
522200-359-001	0.00	0.00	3,900	0.00
Water Rescue Equipment MH				0.0%
522200-359-002	0.00	3,846.02	100	0.00
Rope-Rescue Equipment MH				0.0%
522200-359-003		2,603.11	21,767	19,285.19
Hose & Nozzles DB				88.6%
522200-359-004			1,000	0.00
Exercise Equip JT				0.0%
522200-364	26,538.34	19,062.94	30,000	4,657.04
Diesel / Gas				15.5%
522200-410				
Clark County Fee for Service				17,000

East County Fire Rescue FY 2017 General Operating Budget

	2014	2015	2016	2017
522200-411		10,362.87		12,000
522200-412	3,409.00	4,470.00	3,318.75	8,000
522200-414	4,198.00	3,992.00	1,100.00	8,000
522200-414-001	317.33	0.00	0.00	0
522200-419	1,568.72	28,481.83	2,330.44	2,500
522200-419-001			3,495.00	0
522200-419-002			66,000.00	0
522200-419 001				36,000
522200-422	786.34	301.39	149.36	400
522200-423	49,660.14	49,423.01	42,321.37	60,200
522200-426	63.71	75.82	109.63	150
522200-427	811.03	638.92	357.32	1,500
522200-427-VSG	756.56	713.45	0.00	0
522200-429-001	2,911.22	1,443.18	483.99	636
522200-429-002	365.38	362.40	181.20	375
522200-429-003	880.30	1,005.91	458.29	960
522200-431	250.00	0.00	0.00	0
522200-433	211.90	382.38	0.00	0
522200-435	206.10	55.28	0.00	0
522200-438	784.87	148.24	0.00	0
522200-441	0.00	0.00	250.00	1,500
522200-442	217.89	994.89	0.00	200
522200-446	1,248.35	1,838.85	2,064.51	2,500
522200-495-001	629.06	64.51	0.00	0
522200-453	449.60	617.64	260.76	500
522200-462	42,324.92	40,704.19	4,500.85	42,000
522200-465	840.00	810.00	900.00	1,500
522200-465-VSG	3,210.00	1,590.00	0.00	0
522200-469	660.00	0.00	0.00	0

East County Fire Rescue FY 2017

General Operating Budget

		2014	2015	2016	2017		
522200-482-002	Fire Extinguisher Maint ZA	588.62	486.03	1,100	0.00	0.0%	1,100
522200-482-003	Exercise Equip Maint JT	0.00	1,004.08	1,000	0.00	0.0%	1,000
522200-482-004	Hose & Nozzle Test/Mtce DB	46.81	0.00	250	0.00	0.0%	400
522200-482-005	Hose Testing DB	1,033.93	0.00	150	0.00	0.0%	0
522200-482-006	EMS Equipment Mtce	516.00	44.99	500	0.00	0.0%	500
522200-482-007	Copier Mtce	855.19	633.72	900	262.95	29.2%	900
522200-482-008	Ladder Testing/Repair JP		2,047.69	1,500	860.14	57.3%	1,500
522200-482-009	Emergency Generators Repair/Mtce.		0.00	500	0.00	0.0%	500
522200-482-010	Hand Tool Maintenance MH		40.67	300	0.00	0.0%	300
522200-484-002	SCBA Mtce JP	3,998.29	4,635.67	6,200	2,550.26	41.1%	6,200
522200-484-003	Minitors/Radios Repair DB	3,064.05	5,204.76	4,500	415.75	9.2%	4,000
522200-485-000	Vehicle Repair & Maint	1,696.17	600.52	2,700	1,144.99	42.4%	2,700
522200-485-007	RH93	333.93	0.00	0	0.00		0
522200-485-010	T93	0.00	1,174.19	2,250	0.00	0.0%	2,250
522200-485-009	E94	10,281.13	4,696.70	3,600	128.35	3.6%	3,600
522200-485-001	T95	507.53	1,740.93	2,250	940.48	41.8%	2,250
522200-485-011	S96	1,384.49	1,741.44	3,600	645.24	17.9%	3,600
522200-485-012	U93	283.60	577.88	675	1,431.18	212.0%	675
522200-485-013	S94	5,821.91	8,575.60	3,600	0.00	0.0%	3,600
522200-485-014	E91	7,643.82	6,255.84	3,600	447.52	12.4%	3,600
522200-485-015	U95	617.79	153.38	0	0.00		0
522200-485-016	U91	603.77	64.35	675	195.60	29.0%	675
522200-485-018	U92	253.17	158.24	675	23.83	3.5%	675
522200-485-905	A93	856.41	237.83	675	0.00	0.0%	675
522200-485-909	E92	2.16	0.00	2,250	280.11	12.4%	2,250
522200-485-911	E93	742.99	1,713.82	3,600	0.00	0.0%	3,600
522200-485-912	R93	1,036.66	0.00	675	0.00	0.0%	675
522200-485-914	T94	2,695.55	2,681.02	2,250	0.00	0.0%	2,250
522200-485-915	U94	3,485.58	0.00	675	593.59	87.9%	675

East County Fire Rescue FY 2017

General Operating Budget

	2014	2015	2016	2017				
522200-485-916	E95	311.78	1,477.71	3,600	120.0%	4,318.37	3,600	3,600
522200-485-917	S91	1,420.41	11,179.23	3,600	0.0%	0.00	3,600	3,600
522200-485-918	S93	934.02	271.51	1,800	95.9%	1,726.50	1,800	1,800
522200-485-919	T91	311.78	272.19	2,250	88.7%	1,996.22	2,250	2,250
	Vehicle Repair & Maint Totals	41,224.65	43,572.38	45,000	30.8%	13,871.98	45,000	45,000
522200-485-999	Small Engine Repair MH	4,601.56	3,120.26	4,000	17.4%	695.46	4,000	4,000
522200-487	Computer Maint & Repair LD	569.54	3,450.00	5,670	57.5%	3,262.75	5,670	5,670
522200-491	Dues/Memberships	2,123.50	3,109.50	3,200	81.7%	2,615.00	3,200	3,200
522200-492	Election Fees	1,729.43	3,027.66	100	0.0%	0.00	100	2,000
522200-493	Filing/Recording/Permit Fees	1,012.53	0.00	600	0.0%	0.00	600	600
522200-487	Tuition/Registration		115.00	500	0.0%	0.00	500	500
522200-499	NFIRS/Fire Manager/Bank Charge	5,546.36	6,215.01	6,215	101.4%	6,305.01	6,500	6,500
522300-313	Educational Supplies	579.39	0.00	500	0.0%	0.00	500	500
522300-415	Printing/Newsletter	0.00	0.00	600	0.0%	0.00	600	600
522300-422	Postage for Newsletter	0.00	0.00	1,300	0.0%	0.00	1,300	1,300
522300-440	Advertising	186.00	0.00	300	0.0%	0.00	300	300
522300-440 VSG	Advertising-VSG	0.00	0.00	0		0.00	0	0
522400-313	Ed Supplies/Safety Program	0.46	0.00	0		0.00	0	0
522400-314	Books/Periodicals (Training)	(57.96)	0.00	1,500	48.4%	725.35	2,000	2,000
522400-315	Office Supplies (Training)	0.00	0.00	100	0.0%	0.00	100	100
522400-324	Food and Water (Training)	147.97	163.03	100	0.0%	0.00	100	100
522400-329	Training Supplies	1,009.51	119.13	500	48.8%	243.90	500	500
522400-433	Local/Long Distance Travel (Tra	1,354.88	349.40	2,000	0.0%	0.00	500	500
522400-433 VSG	Local/Long Distance Travel VSG	442.52	398.32	0		0.00	0	0
522400-435	Meals (Training)	1,100.26	513.00	1,000	189.4%	1,894.00	3,500	3,500
522400-435 VSG	Meals-VSG	526.00	330.00	0		0.00	0	0
522400-438	Lodging	2,033.19	1,487.14	3,000	47.1%	1,413.30	3,000	3,000
522400-496	Tuition	2,766.31	4,004.00	10,000	38.8%	3,875.00	20,000	20,000
522400-496 VSG	Tuition-VSG	9,993.88	4,335.00	0		0.00	0	0

East County Fire Rescue

FY 2017

General Operating Budget

	2014	2015	2016	2017
522590-337	585.21	2,721.01	4,000	154.68
522590-481	37,270.49	25,002.39	30,000	28,857.68
522591-419	856.90	324.00	540	324.00
522591-421	4,355.82	3,778.12	4,000	1,843.89
522591-471	6,349.67	6,976.01	7,000	3,336.66
522591-472	1,257.74	1,272.36	1,400	642.22
522591-473	2,961.23	2,996.92	3,500	1,599.23
522591-476	724.31	966.60	1,000	491.10
522592-471	796.00	852.00	1,000	326.00
522593-419	381.32	381.32	400	190.66
522593-421	1,675.06	1,710.03	1,700	867.07
522593-471	4,066.00	2,697.00	5,000	2,098.00
522593-472	56.06	56.06	150	84.09
522594-419	635.40	635.40	635	476.55
522594-421	2,464.04	2,550.03	2,500	1,303.92
522594-471	5,160.00	4,308.00	5,500	1,848.00
522594-472	682.68	683.76	650	341.52
522595-419	507.50	645.70	540	0.00
522595-421	861.24	896.24	900	449.16
522595-471	1,427.21	1,448.63	1,500	803.30
522595-473	774.56	562.72	1,000	278.45
522595-476	1,539.73	1,564.97	1,500	826.08
522596-421	479.92	0.00	0	0.00
522596-471	0.00	0.00	0	155.76
525600-359	56.93	0.00	150	0.00
594220-649	4,452.44		4,600	0.00
594220-649-002	516.68	2,450.96	5,500	0.00
594220-649-003			50,000	0.00
594220-649-004			25,000	0.00

East County Fire Rescue

FY 2017

General Operating Budget

	2014	2015	2016	2017
594220-649-005 Radio Payment		40,000.00	40,000	0
597248-550 Fund Transfer to 6248	245,517.50	248,102.22	33,486.25	243,620
6291-1 App Res Transfer to Apparatus Reserve			0.00	1,750
6291-2 Cap Res Transfer to Capital Facility Reserve			0.00	5,000

Total Expenses 2,039,987.48 1,982,832.21 2,319,451.00 972,650.68 41.9% 2,199,351.00

INTERLOCAL AGREEMENT FOR FIRE CHIEF ADMINISTRATION AND MANAGEMENT SERVICES

THIS INTERLOCAL AGREEMENT ("Agreement") is entered into by and between the CITY OF CAMAS, a Washington municipal corporation (the "City") and EAST COUNTY FIRE AND RESCUE, a Washington municipal corporation, (the "District").

WHEREAS, the City of Camas and East County Fire and Rescue want to improve the efficiency and effectiveness of their fire suppression and protection services and emergency medical response services; and,

WHEREAS, the City of Camas and East County Fire and Rescue may desire to functionally consolidate the operations of their fire departments within a time frame to be determined; and,

WHEREAS, the City of Camas and East County Fire and Rescue since 1978 have maintained a close partnership providing for ambulance transport services and sharing of resources; and,

WHEREAS, the City of Camas and East County Fire and Rescue are authorized, pursuant to Chapter 39.34 of the Revised Code of Washington, to enter into an inter-local cooperation agreement which allows the City of Camas and East County Fire and Rescue to cooperate with each other to provide high quality services to the public in the most efficient manner possible.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the City of Camas and East County Fire and Rescue hereto agree as follows:

Section 1. Definitions

1.1 Definitions. The following definitions shall apply throughout this Agreement.

1. District: East County Fire and Rescue
2. District Personnel: Employees of the District working within the District.
3. City: The City of Camas
4. CWFD: Camas-Washougal Fire Department
5. Fire Chief: The Fire Chief of the Camas-Washougal Fire Department
6. Commission/Commissioners: The Board of Commissioners of East County Fire and Rescue

Section 2. Services Provided

2.1 Services provided by the City. The City agrees to provide administrative and management services to the District by utilizing the City Fire Chief via a contractual basis to provide those services that are reasonably necessary to assist the District with administrative functions for the District, including budget development, financial management, personnel management, and collective bargaining.

2.1.1 The Fire Chief shall provide those services necessary to direct, control and support District operations including, but not limited to, fire suppression, fire protection and prevention, hazardous material response, rescue response, and basic life support emergency medical services.

2.1.2 The Fire Chief, while remaining an employee of the City, shall be the designated District Fire Chief for purposes of statutes and District rules or codes.

2.1.3 The District shall be responsible for and shall continue to provide Deputy Chief services, as well as all accounting, payroll and human resources support for the District unless otherwise mutually agreed between the District and City.

2.1.4 All volunteer firefighters of the District and City shall provide services as directed by the Fire Chief and officers. Unless specifically designated, no rule regarding the volunteer organization, funding, duties, or operations, shall be modified by this Agreement without action taken by each respective department.

2.1.5 All income received by each entity regardless of source including, without limitation, property taxes, fees, donations, grants, or other forms of revenue, shall belong to each organization respectively upon its receipt by that agency without claim by the other organization. This provision shall not apply to the Three Party EMS Agreement.

2.1.6 All other costs and expenses of providing fire protection, emergency response, and emergency medical services and transport, to the extent not described in this document, shall remain the responsibility of each respective Department. This provision shall not apply to the Three Party EMS Agreement.

Section 3. Employment

3.1 Fire Chief Position Cost Sharing. During the term of this agreement, the City and the District will share the salary and associated benefits for the Fire Chief as described in Exhibit "B."

3.2 Invoicing and Payment. The City shall be solely responsible for paying all salary and benefits to the Chief. The City shall invoice the District for the amount identified in Section 3.1 on an equal monthly basis, or as otherwise agreed by the parties.

3.3 Employment Status of Fire Chief. The Fire Chief shall be an employee of City and shall not be an employee of District. For purposes of workers' compensation coverage and employer immunities, the Fire Chief shall be considered as an employee of the District that the Fire Chief is working for at the time an injury is incurred. The Fire Chief shall document the Fire Chief's consent to this arrangement by executing the consent form attached as Exhibit A.

3.4 Supervision and Assignment of District Personnel. District Personnel shall be supervised and be under the direction and control of the Deputy Fire Chief of the District who will report to the Fire Chief in the performance of their duties. The job duties of such personnel shall not change. Work

provided and directed by the personnel, and directed by the Fire Chief, shall be consistent with each member entity's current collective bargaining agreement. District shall take best efforts to avoid direct management of District personnel and shall further communicate with personnel through the established chain of command.

3.5 Indemnification Regarding District Personnel Claims. The District shall indemnify, defend and hold the City harmless from any and all demands, claims or actions by District Personnel, which arise out of, or relate to, events that occurred prior to the effective date of this Agreement.

3.6 Authority and Responsibility of the Fire Chief. Subject to the terms of this Agreement, the Fire Chief shall have management authority over the District and District Personnel through the Deputy Chief of the District, including but not limited to the following:

- a.) Day to day operations
- b.) Employee assignments and job duties
- c.) Staffing
- d.) Station apparatus assignment
- e.) Allocation of resources
- f.) Personnel management including discipline in accordance with District policy, procedure, and collective bargaining agreements.
- g.) Development and implementation of the District fire budget with expenditure authority consistent with District policy and procedure.
- h.) Implementation of policies and procedures.
- i.) All duties and responsibilities of the District's Fire Chief as set forth in District job descriptions, policies and procedures which may be changed from time to time in the sole discretion of the District Board of Commissioners. Further roles and responsibilities of the Fire Chief will be contained in Exhibit "B" of this document.

Section 4. Reporting and Representation

4.1 Oversight. The City and the District shall consult with each other at regular intervals with respect to the provision of Services under the terms and conditions of this Agreement. The elected officials or designated representatives of the City and the District shall meet at least monthly to review this agreement and discuss any necessary amendments to this Agreement.

4.2 Reporting. The Fire Chief shall report to the District Commissioners with respect to the operations of ECFR. The Commissioners and Fire Chief will develop regular reporting procedures.

The Fire Chief or designee will provide periodic reports as directed by the District Board of Commissioners and attend District staff, Board and other meetings as deemed necessary by the Commission.

4.3 Personnel Action. In the event the Fire Chief proposes to take a personnel action reasonably likely to result in a grievance, respond to a grievance, or obligate District funds for a purpose not reasonably anticipated in the District's budget, the Fire Chief must obtain the Commissioner's timely written approval prior to taking such action.

4.4 Representation. The City may represent the District on intergovernmental boards or on matters involving the District when requested by the Commission. The District reserves the right to represent itself in any matter in which the interests of the District and the City are not mutual.

Section 5. Assessment of Proceeding to Full Functional Consolidation

5.1 Assessment. It is the intent of the parties to assess the effectiveness of this Agreement to determine the viability of future collaboration and partnership between the parties. The viability of future full functional consolidation will be measured by value-added service delivery, community acceptance, efficiency and cost effectiveness.

Section 6. Term of the Agreement

6.1 Term. This Agreement shall be effective on ___ and will continue for a one year trial period, unless terminated earlier as provided herein or extended by mutual agreement of the parties.

6.2 Termination. This Agreement may be terminated by mutual agreement of the parties at any time. Either party may terminate this agreement for any reason on sixty (60) days written notice to the other unless it is mutually agreed to terminate the agreement earlier.

Section 7. District and City Are Independent Governments

7.1 District and City are Independent Governments. The parties hereto are independent governments. Except for the specific terms herein, nothing herein shall be construed to limit the discretion of the governing bodies of each party. Specifically and without limiting the foregoing, the City shall have the sole discretion and the obligation to determine the exact method by which the Services are provided within the geographical boundaries of the City and the District.

Section 8. Liability and Insurance

8.1 Hold Harmless Regarding Employment Claims. Each party agrees to hold harmless the other Party, its officers, officials, employees and volunteers from any and all claims, lawsuits, costs, including reasonable attorneys' and expert witness fees, losses and judgments arising out of personnel

or employment claims and/or related lawsuits brought by such party's employees which arise out of, or relate to, events that occurred during the effective term of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement.

8.2 Hold Harmless. Each party shall defend, indemnify, and hold harmless the other party, its elected officials, officers, volunteers and employees from any and all claims, injuries, damages, losses, or suits, including attorney's fees arising out of or in connection with performance of this Agreement, except for injuries and/or damages caused solely by the gross negligence or intentional acts of the party or its employees or officers.

8.3 Insurance. Upon request, District shall provide City, within five (5) business days, with evidence of general liability insurance in form and amounts reasonably acceptable to City. The insurance requirement of the City shall be fulfilled by the City's membership and coverage in WCIA, a self-insured municipal insurance pool.

Section 9. Dispute Resolution

9.1 The Parties agree to make all reasonable efforts to resolve through informal, good faith negotiations any disputes concerning the terms and conditions or performance of this Agreement. In the event of a dispute, notice of the dispute shall be provided in writing and shall be delivered in the manner set forth in Section 11. The notice shall set forth with reasonable specificity the factual basis for the claimed dispute. Both Parties shall jointly cooperate to informally resolve any disputes as quickly and efficiently as possible, but in any event not more than sixty (60) days from the date of the notice unless extended by mutual agreement of the Parties.

9.2 If a dispute cannot be resolved through direct discussions, mediation may, by mutual consent, be initiated. In the event the Parties determine to initiate mediation, a mutually acceptable mediator shall be selected by the Parties for the purpose of facilitating the mediation process. The mediator shall be selected based on his or her expertise with the nature of the matter in dispute and their ability to facilitate a settlement. The Parties agree to provide all documentation and information requested by the mediator and in all other regards to cooperate fully with the mediator. The costs of mediation shall be shared equally between the Parties.

9.3 In the event the dispute is not resolved in mediation, or the Parties do not agree to mediation, the Parties may pursue any other form of relief provided by law. At all times prior to resolution of the dispute, the Parties shall continue to perform and make any required payments under this Agreement in the same manner and under the same terms as existed prior to the dispute.

Section 10. Filing of Agreement

10.1 This Agreement shall be filed with the city clerk of Camas, with the county auditor, or, alternatively, listed by subject on the public agency's web site or other electronically retrievable public source.

Section 11. Notices

11.1 All notices required by this Agreement shall be in writing and shall be deemed to have been given at the time of delivery if personally delivered, or three calendar days after the time of mailing, if mailed by first class mail postage prepaid. All notices and other material to be delivered under this Agreement shall be delivered or mailed to the following addresses:

11.2 Notice to Camas shall be sent to:

Camas City Administrator
616 NE 4th Avenue
Camas, WA 98607

11.3 Notice to District shall be sent to:

Section 12. Compliance with Laws

12.1 The Parties shall comply with all applicable state, federal, and local laws in carrying out the terms of this Agreement.

Section 13. Modification

13.1 No modification or amendment to this Agreement shall be valid unless evidenced in writing and properly agreed to, and signed, by both Parties.

Section 14. Interpretation

14.1 This Agreement is and shall be deemed jointly drafted and written by both Parties.

Section 15. Laws and Venue

15.1 The Agreement shall be interpreted in accordance with the laws of the State of Washington in effect on the date of execution of this Agreement.

Section 16. Property Ownership.

16.1 This Agreement does not provide for jointly owned property. All property presently owned or hereafter acquired by one party to enable it to perform the services required under this Agreement,

shall remain the property of the acquiring party in the event of the termination of this agreement.

Section 17 Administration.

17.1 This Agreement shall be administered by the Mayor of the City and District Commissioners.

MAYOR, CITY OF CAMAS

NAME	DATE
-------------	-------------

**East County Fire and Rescue
Commissioners**

NAME	DATE
-------------	-------------

NAME	DATE
-------------	-------------

NAME	DATE
-------------	-------------

NAME	DATE
-------------	-------------

NAME	DATE
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EXHIBIT A

Workers Compensation Relationship Consent

I, _____, acknowledge that, when I am performing Fire Chief services for _____ pursuant to the Interlocal Agreement between _____ and _____, for purposes of workers compensation coverage, _____ shall be considered my employer when I am working under the control and direction of _____ officials.

EXHIBIT B

City of Camas / ECFR

Fire Chief Sharing Proposal

Personnel	Hours per Month	Hourly Rate	Total Cost
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Fire Chief

Coordination with Deputy Chief	6.5	\$80.05	\$520.33
Attend commission meetings as necessary	4	\$80.05	\$320.20
ECFR Officers Meeting	2	\$80.05	\$160.10
Station 91 on site hours	8	\$80.05	\$640.40
Emergency Response	5	\$80.05	\$400.25
Miscellaneous Duties	8	\$80.05	\$640.40
Labor Subtotal	37.5		\$2,681.68

Miscellaneous Expenses

\$318.32

TOTAL

\$3,000.00