

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

September 06, 2022

Station 91

6:30 PM

AGENDA

Held virtually due to COVID-19

Dial 1-253-215-8782; Meeting ID 829 2074 1578 Passcode 539319

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of August 16, 2022 Regular Board Meeting Minutes
2. Approval of August 16, 2022 Local BVFF Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Carnes

Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

This Meeting is Being Recorded.

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

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FIRE DISTRICT BUSINESS:

- VFIS Station Tours

COMMITTEE MEETINGS:

- Communication with Neighboring Elected Officials
 - Camas – October 25, 2022 City Hall at 2:00 PM
 - City of Washougal – TBA
- Risk Group – October 5, 2022 at 8:00 AM
- Safety Meeting –September 22, 2022 7:30 PM at Station 91
- 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 September 07, 2022 at 3:00 PM via Zoom

EXECUTIVE SESSION:

RCW 42.30.110 (1)(g) To evaluate the qualifications of an applicant for public employment

ADJOURNMENT:

Next Regular Board Meeting: September 20, 2022 at 6:30 PM via Zoom



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 September 06, 2022**

1. Minutes –
 - August 16, 2022 Regular Board Meeting
 - August 16, 2022 Local BVFF Meeting

2. Invoices
 - \$6,284.79

I. Check Nos. 14362-14370 dated August 23, 2022

3. Approved Commissioner Stipends September 10th Pay Date

Name	For the Period August 16– August 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Hofmaster	1	0	0	0	1	2
Martin	1	0	0	0	1	2
Petty	1	0	0	0	0	1
Seeds	1	0	0	0	1	2
Taggart	1	0	0	0	1	2

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's
 - \$72,715.29 (Payroll)
 - \$117.45 (Use Sales Tax)

 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

August 16, 2022

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin
Sherry Petty
Robert Jacobs
Zach Allen

Mike Taggart
Steve Hofmaster
Debbie Macias

Joshua Seeds
Mike Carnes
Station 91 Duty Crew

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 18:30 via Zoom Meeting.
Commissioner Martin led the Flag salute.

AGENDA ADJUSTMENTS:

None

CONSENT AGENDA:

Approval of August 01, 2022 Special Meeting Minutes
Approval of August 02, 2022 Regular Board Meeting Minutes
Approval of August 02, 2022 Local BVFF&RO Meeting Minutes
Approval of August 03, 2022 Strategic Planning 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 report; a copy is in the packet.
Assistant Chief Jacobs gave his report as follows:
DOC training postponed until allowed by state mandate guidelines.
July EST/Tender training was on July 25, 2022.
August EST/Tender training will be on August 22, 2022 at Station 93 at 7:00 PM

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing new to report.

SAFETY REPORT:

- Last Safety Committee meeting held on June 30, 2022.
- Next Safety Committee meeting September 22, 2022 at Station 91 at 7:30 PM.
- No reported accidents/incidents since the last board meeting.

FIRE DISTRICT BUSINESS:

Adopt FY2023 Budget Calendar

A budget calendar was generated for the preparation of the 2023-year budget.

Motion by Commissioner Taggart to adopt the FY2023 Budget Calendar, seconded by Commissioner Hofmaster. Motion passed unanimously.

Commissioner Conference

Debbie Macias wanted to confirm with the Commissioners on who will be attending the 2022 WFCM Commissioner Conference. Discussion ensued.

Chief Carnes asked for the Board's permission to send Pam Jensen to the WFCM Conference in Spokane that takes place in late October 2022.

Motion by Commissioner Taggart to approve Pam Jensen attending the 2022 WFCM Conference in Spokane in late October 2022, seconded by Commissioner Martin. Motion passed unanimously.

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials

City of Camas – October 25, 2022 City Hall at 2:00 PM

City of Washougal –TBA

Risk Group

TBA – Commissioner Seeds said that the next Risk meeting should be the first Wednesday of October. No confirmation yet.

Safety Committee Representative

September 22, 2022 at 7:30 Station 91

Revenue Exploratory Committee

TBA

ECAAB

TBA – Chief Carnes said no confirmation on date yet.

COMMISSIONER COMMENTS:

Commissioner Seeds wanted to thank Chief Carnes for sending him the email thread regarding the fluorine free foam. Discussion ensued.

Commissioner Martin asked if we would be doing a press release for our Open House. She also asked if we could contact the Port to see if they will promote the Open House for us as well, on their website along with their event the same weekend. Discussion ensued.

OPEN TO PUBLIC:

No Comments

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

No new business.

ROUND TABLE:

Monthly Event Calendar

Strategic Planning Workshop Meeting September 07, 2022 at 3:00 PM via Zoom

EXECUTIVE SESSION:

RCW 42.30.110 (1)(g) To evaluate the qualifications of an applicant for public employment

The Board went into executive session at 19:15 for 45 minutes.

Meeting was extended for ten minutes.

The Board reconvened at 20:12.

ADJOURNMENT:

Next Regular Board Meeting: September 06, 2022 Station 91, 6:30 PM via Zoom.

Motion by Commissioner Taggart to adjourn at 20:13, hours, seconded by Commissioner Petty.

Motion passed unanimously.

Martha Martin, Chairperson

Joshua Seeds, Commissioner

Sherry Petty, Commissioner

Steve Hofmaster, Commissioner

Michael Taggart, Vice Chair

DISTRICT SEAL:

ATTEST:

Debbie Macias, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes
August 16, 2022

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 19:09 at Station 91.

The following were in attendance:

Martha Martin
Mike Carnes
Robert Jacobs
Zach Allen

Mike Taggart
Sherry Petty
Debbie Macias

Joshua Seeds
Steve Hofmaster
Station 91 Duty Crew

BUSINESS:

No new business.

ADJOURNMENT:

The Local Board adjourned at 19:09.

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

CHECK REGISTER

East County Fire & Rescue

Time: 11:14:15 Date: 09/06/2022

08/16/2022 To: 08/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
846	08/23/2022	Claims	6291	14362	DIANE RICHARDSON	56.00	Invoice # 151689 - Uniform Patches, name tapes (Lawson, Troutman, Vera and Wyman)
		001 - 522 20 25 001 - FF Uniforms				56.00	Uniform Patches, name tapes (Lawson, Troutman, Vera and Wyman)
847	08/23/2022	Claims	6291	14363	EMBROIDER IT	76.95	Invoice # 6192 - Restock on EMT patches. Nametapes for (Hazlett) Qty. 1 and (VanNess) Qty. 1.
		001 - 522 20 25 001 - FF Uniforms				76.95	Restock on EMT patches. Nametapes for (Hazlett) Qty. 1 and (VanNess) Qty. 1.
848	08/23/2022	Claims	6291	14364	LIFE-ASSIST, INC	2,642.70	Invoice # 1240666; Invoice # 1240421 - Qty (4) Vacuum Splint 3 piece sets w/pumps to go on E91, S91, E94 and S94.
		001 - 522 20 32 002 - Equipment				2,642.70	Qty (4) Vacuum Splint 3 piece sets w/pumps to go on E91, S91, E94 and S94.
849	08/23/2022	Claims	6291	14365	MILLER'S HEATING & AIR	322.02	Invoice # 60200870 - Annual Renewal of Maintenance Plan - HVAC - Station 93
		001 - 522 50 40 000 - Bldg Repair & Maint				322.02	Annual Renewal of Maintenance Plan - HVAC - Station 93
850	08/23/2022	Claims	6291	14366	TRUE NORTH EQUIPMENT	1,292.40	Invoice # 003414 - Annual Pump Test App # 1009 Invoice # 003413 - Annual Pump Test App # 1020 Invoice # 003412 - Annual Pump Test App # 1014
		001 - 522 60 41 000 - Pump/Hose & Nozzle Test/Mtc				430.80	Invoice # 003414 Annual Pump Test on App # 1009
		001 - 522 60 41 000 - Pump/Hose & Nozzle Test/Mtc				430.80	Invoice # 003413 Annual Pump Test on App # 1020
		001 - 522 60 41 000 - Pump/Hose & Nozzle Test/Mtc				430.80	Invoice # 003412 Annual Pump Test on App # 1014
851	08/23/2022	Claims	6291	14367	WALTON FARM LLC	750.00	Invoice # 220708- Hazard mowing of field at Station 91 & 93.
		001 - 522 50 30 000 - Grounds & Park				750.00	Hazard mowing of field at Station 91 & 93.
852	08/23/2022	Claims	6291	14368	WASHOUGAL HARDWARE	157.75	Account 500331 - August Statement
		001 - 522 50 40 000 - Bldg Repair & Maint				70.08	Paint and Paint Supplies for Station 94 for bay floor stripes, Round up for weeds Station 94.
		001 - 522 50 40 000 - Bldg Repair & Maint				62.75	Paint, Garden Hose, Steel Wool for Station
		001 - 522 50 40 000 - Bldg Repair & Maint				24.92	Twistlock (shoreline) Station 94.
853	08/23/2022	Payroll	6291	14369	OPEIU Local 11	59.90	Pay Cycle(s) 08/25/2022 To 08/25/2022 - OPEIU Dues
		001 - 589 99 99 000 - Payroll Clearing				29.95	
		001 - 589 99 99 000 - Payroll Clearing				29.95	
854	08/23/2022	Payroll	6291	14370	TRUSTEED PLANS SERVICE CORPORATION	927.07	Pay Cycle(s) 08/10/2022 To 08/25/2022 - 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	

CHECK REGISTER

East County Fire & Rescue

Time: 11:14:15 Date: 09/06/2022

08/16/2022 To: 08/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 522 20 26 001 - FF Disability				94.44	
		001 - 522 20 26 001 - FF Disability				86.58	
		001 General Fund				6,284.79	
						<u>6,284.79</u>	Claims: 5,297.82
							Payroll: 986.97

CHECK REGISTER

East County Fire & Rescue

Time: 16:55:21 Date: 08/31/2022

08/16/2022 To: 08/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
810	08/16/2022	Claims	6291	EFT	STATE OF WASHINGTON DEPARTMENT OF REVENUE	117.45	Written From Use Tax Report - Penalty late fee \$9.70 re-distributed among the three items.
811	08/25/2022	Payroll	6291	EFT		1,823.87	
812	08/25/2022	Payroll	6291	EFT		3,186.53	
813	08/25/2022	Payroll	6291	EFT		3,498.69	
814	08/25/2022	Payroll	6291	EFT		2,549.05	
815	08/25/2022	Payroll	6291	EFT		577.10	
816	08/25/2022	Payroll	6291	EFT		3,417.39	
817	08/25/2022	Payroll	6291	EFT		2,237.78	
818	08/25/2022	Payroll	6291	EFT		470.59	
819	08/25/2022	Payroll	6291	EFT		1,839.83	
820	08/25/2022	Payroll	6291	EFT		1,066.45	
821	08/25/2022	Payroll	6291	EFT		811.93	
822	08/25/2022	Payroll	6291	EFT		622.82	
823	08/25/2022	Payroll	6291	EFT		1,256.73	
824	08/25/2022	Payroll	6291	EFT		470.59	
825	08/25/2022	Payroll	6291	EFT		1,077.80	
826	08/25/2022	Payroll	6291	EFT		470.59	
827	08/25/2022	Payroll	6291	EFT		6,117.59	
828	08/25/2022	Payroll	6291	EFT		470.59	
829	08/25/2022	Payroll	6291	EFT		1,094.56	
830	08/25/2022	Payroll	6291	EFT		437.51	
831	08/25/2022	Payroll	6291	EFT		4,809.00	
832	08/25/2022	Payroll	6291	EFT		1,452.58	
833	08/25/2022	Payroll	6291	EFT		2,601.90	
834	08/25/2022	Payroll	6291	EFT		2,149.98	
835	08/25/2022	Payroll	6291	EFT	IAFF2444	665.14	Pay Cycle(s) 08/25/2022 To 08/25/2022 - IAFF Dues
836	08/25/2022	Payroll	6291	EFT	IRS	10,909.83	941 Deposit for Pay Cycle(s) 08/25/2022 - 08/25/2022
837	08/25/2022	Payroll	6291	EFT	OR Department of Revenue	954.00	Pay Cycle(s) for OR Tax: 08/25/2022 - 08/25/2022
838	08/25/2022	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 08/25/2022 To 08/25/2022 - WA Child Support
842	08/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	3,007.89	Pay Cycle(s) 08/25/2022 To 08/25/2022 - DComp
843	08/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	1,896.28	Pay Cycle(s) 08/25/2022 To 08/25/2022 - PERS2
844	08/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	2,074.84	Pay Cycle(s) 08/25/2022 To 08/25/2022 - DComp Match
845	08/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	7,878.41	Pay Cycle(s) 08/25/2022 To 08/25/2022 - LEOFF2; Pay Cycle(s) 08/25/2022 To 08/25/2022 - NLEC
001 General Fund						72,715.29	
						72,715.29	Claims: 117.45 Payroll: 72,597.84

Chief's Report

9-6-2022

Calls since last Commissioner meeting, **62**

EMS: 234

Fire: 6

Other: 22

Calls YTD: 2022- **633**

Mutual and Auto aid – 21% 2022, Year-to-date - 23%, 144 calls

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

Staff Overtime Numbers:

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

Used YTD: **\$182,181**

Percent Used: 79.21 %

Brown outs since last meeting: 3 (12 hour shifts) 0 (24 hour shifts)

15 callback shifts (4-Sick, 7-Vac, 2-FMLA, 2 MOBE)

Covered by 13 OT Shifts

- We had a successful Open House at Station 91 on Saturday, August 27. Our Open House coincided with the Ports "Wheels and Wings" event held on the same day. We had a very good turnout and we could not have asked for better weather. Thanks to all who helped with this event.
- I attended a ZOOM meeting with CRESA and the consulting firm "Critical Mission Partners" (MCP) that was hired to conduct CRESA's service levels, staffing and infrastructure assessment. They were looking for ECFR's ideas and perspective on what is important to ensure CRESA provides our agency the appropriate level of services.

AC Jacobs Report

9-6-22

DOC training continues to be postponed until allowed by guidelines.

August EST/Tender training was 8-22-22.

September EST/Tender training will be 9-27-22.

Squad 91 now has 5,300 miles, Squad 94 has over 1,000 miles since they were put in service.

Safety Report

Last safety committee meeting was 6-30-2022.

Next safety committee meeting will be 9-22-22. Sta. 91
7:30 PM.

No reported accidents/incidents since the last board meeting.

Sun	Mon	Tue	Wed
4 A SHIFT	5 B SHIFT	Sep 1 A SHIFT	3 C SHIFT
	6 C SHIFT	2 B SHIFT	
	Events Commissioner Meetir 18:30 - 21:00 Station 91	8 B SHIFT	10 A SHIFT
	7 A SHIFT		
	Events Strategic Planning Me 15:00 - 16:30 Station 91	9 C SHIFT	
	13 A SHIFT		
11 B SHIFT	14 B SHIFT	15 C SHIFT	17 B SHIFT
	19 A SHIFT	22 A SHIFT	24 C SHIFT
18 C SHIFT	20 B SHIFT	23 B SHIFT	
	Events Commissioner Meetir 18:30 - 21:00 Station 91	29 B SHIFT	
	21 C SHIFT	30 C SHIFT	
	27 C SHIFT		
25 A SHIFT	28 A SHIFT		
	26 B SHIFT		

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