

# EAST COUNTY FIRE & RESCUE

## REGULAR BOARD OF FIRE COMMISSIONERS MEETING

June 4, 2019

Station 91

6:30 PM

## AGENDA

### CALL TO ORDER:

Flag Salute

### AGENDA ADJUSTMENTS:

### CONSENT AGENDA:

1. Approval of May 21, 2019 Regular Board Meeting Minutes
2. Approval of May 21, 2019 Local BVFF&RO Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

### OPEN TO PUBLIC:

### CORRESPONDENCE:

### STAFF REPORT:

Chief Carnes

Assistant Chief Jacobs

### VOLUNTEER FIRE FIGHTERS ASSOCIATION:

### SAFETY REPORT:

### FIRE DISTRICT BUSINESS:

- Policy #90.2.12 Temporary Modified Duty Assignments
- Resolution #254-06042019 Surplus Equipment
- Walmart Foundation Affirmation Letter
- Fire Levy LID Lift Calendar
- Update on Surplus Vehicle
- Station 95

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This Meeting is Being Recorded.

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

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**COMMITTEE MEETINGS:**

- Communication with Neighboring Elected Officials
  - Camas – Station 91, June 19, 2019, 4:30 PM
  - City of Washougal - TBA
- Risk Group, June 5<sup>th</sup>, 2019
- Safety Committee Representative
- Revenue Exploratory Committee – last met on May 22, 2019
- ECAAB

**COMMISSIONER COMMENTS:**

**OPEN TO PUBLIC:**

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

**ROUND TABLE:**

Monthly Event Calendar  
Strategic Planning Meeting, June 5, 2019 – 2:00 PM

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

Next Regular Board Meeting: June 18, 2019, Station 91, 6:30 PM



**EAST COUNTY FIRE & RESCUE  
 CONSENT AGENDA  
 June 4, 2019**

1. Minutes –
  - May 21, 2019 Regular Board Meeting
  - May 21, 2019 Local BVFF&RO Meeting
  
2. Invoices
  - \$3,704.21
    - i. Check Nos.11288 - 11294 dated May 24, 2019
  
3. Approved Commissioner Stipends June 10 Pay Date

Name	For the Period			Education	Other	Total
	Regular Meeting	Committee Meeting	Special Mtg			
<b>Berg</b>	1	0	0	0	0	<b>1</b>
<b>Martin</b>	1	1	0	0	0	<b>2</b>
<b>Petty</b>	1	1	0	0	0	<b>2</b>
<b>Seeds</b>	1	0	0	0	0	<b>1</b>
<b>Taggart</b>	1	1	0	0	0	<b>2</b>

4. Voided/Destroyed Claims/Payroll Warrants
  - None
  
5. Payroll/Benefits/EFT's
  - \$51,766.08 (Payroll)

\_\_\_\_\_  
 Commissioner Martha Martin – Chair

\_\_\_\_\_  
 Commissioner Mike Taggart – Vice Chair

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

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

\_\_\_\_\_  
 Commissioner Joshua Seeds

***EAST COUNTY FIRE & RESCUE***  
***REGULAR BOARD OF FIRE COMMISSIONERS MEETING***

May 21, 2019

Station 91

6:30 PM

**Draft Minutes**

**ATTENDANCE:**

Martha Martin

Joshua Seeds

Mike Carnes

Sherry Petty

Robert Jacobs

Pam Jensen

Mike Taggart

Mike Berg

**CALL TO ORDER:**

The meeting was called to order by Chairperson Martha Martin at 18:30 at Station 91.

Flag Salute was led by Chief Carnes.

**AGENDA ADJUSTMENTS:**

None

**CONSENT AGENDA:**

1. Approval of May 7, 2019 Regular Board Meeting Minutes
2. Approval of May 7, 2019 Local BVFF&RO Meeting Minutes
3. Approval of May 10, 2019 Special Board Meeting Minutes
4. Approval of Financial Transactions
5. Excuse Absent Commissioner(s):

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

**OPEN TO PUBLIC:**

None

**CORRESPONDENCE:**

Tom North - Retirement Party

**STAFF REPORT:**

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

Discussion was held on the recent burn ban imposed.

Assistant Chief Jacobs gave his report as follows:

EST training was on April 22nd.

DOC/ACC training was May 14, 2019 at Station 91, 7:00 p.m. The new trainees are progressing rapidly.

Next DOC/ACC training is June 11<sup>th</sup> at Station 91, 7:00 p.m.



Next EST training is May 27<sup>th</sup> at Station 93, 7:00 p.m.

**VOLUNTEER FIRE FIGHTERS ASSOCIATION:**

Nothing new to report.

**SAFETY REPORT:**

- Last Safety Committee meeting was on March 27, 2019.
- The next Safety Committee meeting will be May 23, 2019 at Station 91, 7:30 PM.
- Assistant Chief Jacobs reported that there were no accidents or incidents since the last board meeting.

**FIRE DISTRICT BUSINESS:**

Discussion was held regarding a chassis for a new squad.

**Resolution # 252-05212019 Surplus Apparatus #905 (Air 93)**

The purpose of this resolution is authorizing the disposal of Apparatus #905 (Air 93).

**Motion by Commissioner Seeds to approve Resolution # 252-05122019 Surplus Apparatus #905 (Air 93), seconded by Commissioner Taggart. Motion passed unanimously.**

**Resolution # 253-05212019 Surplus Apparatus #1011 (Squad 96)**

The purpose of this resolution is authorizing the disposal of Apparatus #1011 (Squad 96).

**Motion by Commissioner Taggart to approve Resolution # 253-05212019 Surplus Apparatus #1011 (Squad 96), seconded by Commissioner Seeds. Motion passed unanimously.**

**Fire Levy Lid Lift Calendar**

Reviewed the Lid Lift Calendar.

**Update on Surplus Vehicle**

The surplus vehicle has been visibly placed for sale at Station 91 and had several inquiries. The ad has been reposted on Craigslist and no offers have been received since the last board meeting. The board has approved reducing the price to \$12,500 and any offers below \$12,500 will be brought before the board.

**Station 95**

Discussion was held on the May 21, 2019 meeting that Chief Carnes, Chairperson Martha Martin and Commissioner Mike Taggart attended.

**COMMITTEE MEETINGS:**

**Communication with Neighboring Elected Officials**

Meeting with Camas, Station 91, June 19, 2019, 4:30 PM

**Risk Group**

Next Meeting is scheduled for June 5, 2019.

**COMMISSIONER COMMENTS:**

- Commissioner Taggart shared the South County Siren Newsletter.
- Commissioner Berg asked if DNR had been contacted to attend the ECFR Open House in July.
- Chairperson Martin asked if DNR had decided to use one of our Stations for staging their helicopter, Chief Carnes will follow up with DNR, made those in attendance aware of the CW Port dedication ceremony of the Parker’s Landing Parker’s Heritage Site on July 4, 2019, at 10:00 AM.

**OPEN TO PUBLIC:**

None

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

None

**ROUND TABLE:**

Monthly Event Calendar

Strategic Planning, Wednesday, June 5, 2019, Station 91 at 2:00 p.m.

ESCI Meeting dates set for the week of June 3, 2019.

**EXECUTIVE SESSION:**

RCW 42.30.140 (4)(a) relating to collective bargaining issues and negotiations.

Board went into executive session at 19:50 for 7 minutes.

The board reconvened at 19:57.

No action taken at this time.

**ADJOURNMENT:**

Next Regular Board Meeting: June 4, 2019 Station 91, 6:30PM

**Motion by Commissioner Taggart to adjourn at 19:58 hours, seconded by Commissioner Petty. Motion passed unanimously.**

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

\_\_\_\_\_  
Michael Taggart, Vice Chair

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

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

\_\_\_\_\_  
Joshua Seeds, Commissioner

**DISTRICT SEAL:**

**ATTEST:**

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

# EAST COUNTY FIRE & RESCUE

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

Draft Minutes

May 21, 2019

### CALL TO ORDER:

The meeting was called to order by Chairperson Martha Martin at 19:38 at Station 91.

The following were in attendance:

Martha Martin

Joshua Seeds

Mike Carnes

Sherry Petty

Robert Jacobs

Pam Jensen

Mike Taggart

Mike Berg

### BUSINESS:

None

### ADJOURNMENT:

The Local Board adjourned at 19:38

Respectfully Submitted,

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**Sherry Petty**, Commissioner,  
Mike Berg, Alternate

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**Tad Crum**, FF's Assoc. Liaison

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**Bob Jacobs**, Chief's Rep.

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**Martha Martin**, Chairperson  
Michael Taggart, Alternate

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**Pam Jensen**, District Secretary  
Bob Jacobs, Alternate

**DISTRICT SEAL:**



## CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/21/2019 To: 05/31/2019

Time: 11:36:41 Date: 06/04/2019

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
544	05/24/2019	Claims	6291	11288	ADVANTAGE PROTECTION	111.09	Invoice # 258769 Station 93 Quarterly Monitoring
545	05/24/2019	Claims	6291	11289	GENERAL FIRE APPARATUS, INC	58.54	Invoice # 10160 Field Service Kit For 3" Swing-out Valves
546	05/24/2019	Claims	6291	11290	LN CURTIS & SONS	432.92	Invoice # INV279852 - Uniform Badge, Chief Carnes; Invoice # INV281542 FF Long Sleeve Shirt 1 Qty (M.Hazlett); Invoice # INV283550 Replacement Cairns Helmet, Red 1 Qty
547	05/24/2019	Claims	6291	11291	NW NATURAL	159.82	Account # 2074612-9, St 91; Usage 4/17/19 - 5/15/19; Account # 1264540-4, ST 95, Usage 4/18/19 - 5/17/19
548	05/24/2019	Claims	6291	11292	THE GOODYEAR TIRE & RUBBER COMPANY	1,492.07	Invoice # 193- 1111184, Tires 315/80R22.5 (2 Qty)
549	05/24/2019	Claims	6291	11293	ERIC TIERNEY	500.00	Invoice # 347, June 2019 Computer And Network Support.
550	05/24/2019	Payroll	6291	11294	TRUSTEED PLANS SERVICE CORPORATION	949.77	Pay Cycle(s) 05/01/2019 To 05/31/2019 - DIsability - FF; Pay Cycle(s) 05/01/2019 To 05/31/2019 - Addtl Life
001 General Fund						3,704.21	
						3,704.21	Claims: 2,754.44 Payroll: 949.77

# CHECK REGISTER

East County Fire & Rescue  
MCAG #: 1060

05/21/2019 To: 05/31/2019

Time: 11:35:43 Date: 06/04/2019  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
505	05/25/2019	Payroll	6291	EFT		1,777.92	
506	05/25/2019	Payroll	6291	EFT		225.97	
507	05/25/2019	Payroll	6291	EFT		2,712.16	
508	05/25/2019	Payroll	6291	EFT		2,729.49	
509	05/25/2019	Payroll	6291	EFT		836.06	
510	05/25/2019	Payroll	6291	EFT		2,220.34	
511	05/25/2019	Payroll	6291	EFT		3,231.81	
512	05/25/2019	Payroll	6291	EFT		704.16	
513	05/25/2019	Payroll	6291	EFT		790.33	
514	05/25/2019	Payroll	6291	EFT		1,654.61	
515	05/25/2019	Payroll	6291	EFT		2,296.11	
516	05/25/2019	Payroll	6291	EFT		1,024.60	
517	05/25/2019	Payroll	6291	EFT		1,354.07	
518	05/25/2019	Payroll	6291	EFT		235.77	
519	05/25/2019	Payroll	6291	EFT		235.77	
520	05/25/2019	Payroll	6291	EFT		2,023.23	
521	05/25/2019	Payroll	6291	EFT		468.44	
522	05/25/2019	Payroll	6291	EFT		353.65	
523	05/25/2019	Payroll	6291	EFT		225.97	
524	05/25/2019	Payroll	6291	EFT		446.46	
525	05/25/2019	Payroll	6291	EFT		3,269.98	
526	05/25/2019	Payroll	6291	EFT		2,215.85	
527	05/25/2019	Payroll	6291	EFT		2,108.82	
528	05/25/2019	Payroll	6291	EFT	IAFF2444	570.22	Pay Cycle(s) 05/25/2019 To 05/25/2019 - IAFF Dues
529	05/25/2019	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	11,010.52	Pay Cycle(s) 05/25/2019 To 05/25/2019 - DComp; Pay Cycle(s) 05/25/2019 To 05/25/2019 - PERS2; Pay Cycle(s) 05/25/2019 To 05/25/2019 - PERS3; Pay Cycle(s) 05/25/2019 To 05/25/2019 - LEOFF2
530	05/25/2019	Payroll	6291	EFT	IRS	6,639.77	941 Deposit for Pay Cycle(s) 05/25/2019 - 05/25/2019
531	05/25/2019	Payroll	6291	EFT	OR Department of Revenue	404.00	Pay Cycle(s) for OR Tax05/25/2019 - 05/25/2019
001 General Fund						51,766.08	
						51,766.08	Payroll: 51,766.08

## 2019 BUDGET POSITION

East County Fire & Rescue  
MCAG #: 1060

Time: 15:17:10 Date: 05/31/2019

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001 General Fund Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
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### 310 Taxes

311 10 00 000	Leasehold Excise Tax	4,500.00	0.00	4,500.00	0.0%
311 10 00 001	Property Tax Collected	2,122,775.00	1,000,857.71	1,121,917.29	47.1%
311 10 00 002	Property Tax - Delinquent	10,000.00	0.00	10,000.00	0.0%
311 10 00 003	Admin Refund (CC Treasurer)	1,500.00	1,555.78	(55.78)	103.7%
311 10 00 004	Timber Excise Tax	4,500.00	0.00	4,500.00	0.0%
<b>310 Taxes</b>		<b>2,143,275.00</b>	<b>1,002,413.49</b>	<b>1,140,861.51</b>	<b>46.8%</b>

### 330 Intergovernmental Revenues

331 97 00 000	Hose & Nozzle Grant	0.00	0.00	0.00	0.0%
332 15 60 000	Steigerwald Wildlife Reserve	200.00	0.00	200.00	0.0%
334 04 90 000	EMS Participation Grant	1,200.00	1,266.00	(66.00)	105.5%
335 02 33 000	DNR Timber Sales	84,000.00	635.38	83,364.62	0.8%
<b>330 Intergovernmental Revenues</b>		<b>85,400.00</b>	<b>1,901.38</b>	<b>83,498.62</b>	<b>2.2%</b>

### 340 Charges For Services

342 21 00 000	Fire Protection Services	500.00	0.00	500.00	0.0%
342 21 00 001	Wildland Firefighting-Personnel	5,000.00	0.00	5,000.00	0.0%
342 21 00 002	Wildland Firefighting-Equipment	5,000.00	0.00	5,000.00	0.0%
342 21 00 003	Ntnl Motocross Standby	2,750.00	0.00	2,750.00	0.0%
342 21 00 004	State School Fee	900.00	0.00	900.00	0.0%
<b>340 Charges For Services</b>		<b>14,150.00</b>	<b>0.00</b>	<b>14,150.00</b>	<b>0.0%</b>

### 360 Misc Revenue

361 10 00 000	Investment Interest (General Fund)	12,500.00	10,275.64	2,224.36	82.2%
362 00 00 000	DNR Timber Rents	5,000.00	0.00	5,000.00	0.0%
362 00 00 001	Station Use Fee	80.00	480.00	(400.00)	600.0%
367 00 00 000	Contributions & Donations	150.00	30.00	120.00	20.0%
369 10 00 000	Sale of Junk & Salvage	50.00	0.00	50.00	0.0%
369 91 00 000	Prior Year Refunds/Other Misc	50.00	0.00	50.00	0.0%
369 91 00 001	Other Misc. Revenue	50.00	0.42	49.58	0.8%
369 91 00 002	BVFF Refund for Vol Phys Exam	600.00	0.00	600.00	0.0%
<b>360 Misc Revenue</b>		<b>18,480.00</b>	<b>10,786.06</b>	<b>7,693.94</b>	<b>58.4%</b>

### 390 Other Revenues

395 20 00 000	Insurance Claim	0.00	0.00	0.00	0.0%
<b>390 Other Revenues</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

### 397 Interfund Transfers

397 00 00 003	Transfer From Apparatus Reserve	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

<b>Fund Revenues:</b>		<b>2,261,305.00</b>	<b>1,015,100.93</b>	<b>1,246,204.07</b>	<b>44.9%</b>
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## 2019 BUDGET POSITION

East County Fire & Rescue  
MCAG #: 1060

Time: 15:17:10 Date: 05/31/2019  
Page: 2

001 General Fund	Months: 01 To: 04		
Expenditures	Amt Budgeted	Expenditures	Remaining

### 100 Administration

#### 110 Commissioners

522 10 11 001	Commissioner Wages	33,684.00	12,730.00	20,954.00	37.8%
522 10 21 001	Commissioner Payroll Benefits	2,577.00	973.78	1,603.22	37.8%
522 10 48 001	Commissioner Mileage	700.00	0.00	700.00	0.0%
522 10 48 002	Commissioner Meals	820.00	0.00	820.00	0.0%
522 10 48 003	Commissioner Lodging	2,550.00	0.00	2,550.00	0.0%
522 10 48 004	Commissioner Dues/Memberships	2,500.00	2,500.00	0.00	100.0%
522 10 48 005	Commissioner Tuition	3,460.00	260.00	3,200.00	7.5%
<b>110 Commissioners</b>		<b>46,291.00</b>	<b>16,463.78</b>	<b>29,827.22</b>	<b>35.6%</b>

#### 210 Wages & Benefits

522 10 10 001	Admin Wages	201,389.00	65,539.06	135,849.94	32.5%
522 10 14 001	Admin Overtime	2,500.00	349.56	2,150.44	14.0%
522 10 19 001	Admin Deferred Comp	12,610.00	3,482.36	9,127.64	27.6%
522 10 20 001	Admin Unemployment/Medicare	4,611.00	1,665.42	2,945.58	36.1%
522 10 22 001	Admin Medical Insurance	50,336.00	21,797.48	28,538.52	43.3%
522 10 25 001	Admin Uniforms	300.00	308.77	(8.77)	102.9%
522 10 26 001	Admin Disability	3,060.00	2,531.15	528.85	82.7%
522 10 26 002	Admin Retirement PERS	14,035.00	4,404.79	9,630.21	31.4%
522 10 27 001	Admin VEBA	2,700.00	1,800.00	900.00	66.7%
522 10 28 001	Admin Retirement LEOFF	5,104.00	1,902.61	3,201.39	37.3%
522 10 29 001	Admin L&I	709.00	266.36	442.64	37.6%
<b>210 Wages &amp; Benefits</b>		<b>297,354.00</b>	<b>104,047.56</b>	<b>193,306.44</b>	<b>35.0%</b>

#### 220 Supplies & Services

522 10 24 001	Magellan - EAP	988.00	493.50	494.50	49.9%
522 10 30 000	Office Supplies	1,000.00	228.01	771.99	22.8%
522 10 30 001	Postage	450.00	255.45	194.55	56.8%
522 10 30 002	UPS/Federal Express	200.00	48.87	151.13	24.4%
522 10 31 000	Furniture/Appliances	0.00	2,463.57	(2,463.57)	0.0%
522 10 32 000	Cleaning and Sanitation	1,750.00	599.79	1,150.21	34.3%
522 10 33 000	Computer/Software/Supplies	3,000.00	387.88	2,612.12	12.9%
522 10 40 000	BIAS Financial Software	6,585.00	6,584.30	0.70	100.0%
522 10 40 001	Computer/Website Mtce & Repair	8,200.00	2,800.00	5,400.00	34.1%
522 10 40 002	Copier Mtce	600.00	85.36	514.64	14.2%
522 10 41 000	State Audit Costs	0.00	0.00	0.00	0.0%
522 10 42 000	Legal Services	4,500.00	744.00	3,756.00	16.5%
522 10 43 000	Medical/Drug Screen/Vaccinations	5,000.00	512.00	4,488.00	10.2%
522 10 44 000	Professional Services	6,000.00	1,202.00	4,798.00	20.0%
522 10 44 001	Chief Services (Camas)	38,184.00	3,182.00	35,002.00	8.3%
522 10 46 000	Taxes and Assessments	1,750.00	1,267.09	482.91	72.4%
522 10 49 000	Admin Tuition/Registration	900.00	100.00	800.00	11.1%
522 10 49 001	Admin Training Travel	200.00	2.50	197.50	1.3%
522 10 49 002	Admin Training Meals	200.00	72.00	128.00	36.0%
522 10 49 003	Admin Training Lodging	975.00	0.00	975.00	0.0%
522 20 42 000	Advertising	1,000.00	0.00	1,000.00	0.0%
522 20 42 001	Legal Notices	120.00	0.00	120.00	0.0%
522 20 45 001	Election Fees	3,000.00	1,607.23	1,392.77	53.6%
522 20 46 000	Bldgs/Liability/Equip Insuranc	40,000.00	0.00	40,000.00	0.0%



## 2019 BUDGET POSITION

East County Fire & Rescue  
MCAG #: 1060

Time: 15:17:10 Date: 05/31/2019

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001 General Fund

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>220 Supplies &amp; Services</b>				
522 20 49 000 NFIRS/Fire Manager/Target Solutions	12,030.00	11,988.77	41.23	99.7%
220 Supplies & Services	136,632.00	34,624.32	102,007.68	25.3%
<b>100 Administration</b>	<b>480,277.00</b>	<b>155,135.66</b>	<b>325,141.34</b>	<b>32.3%</b>

**200 Operations**

**210 Wages & Benefits**

522 20 10 001 Firefighter Wages	805,353.00	264,767.42	540,585.58	32.9%
522 20 14 001 FF Overtime	87,000.00	11,648.90	75,351.10	13.4%
522 20 19 001 Capt Deferred Comp	18,656.00	5,743.19	12,912.81	30.8%
522 20 20 001 FF Unemployment/Medicare	26,953.00	9,355.56	17,597.44	34.7%
522 20 22 001 FF Medical Insurance	168,690.00	73,746.53	94,943.47	43.7%
522 20 25 001 FF Uniforms	4,500.00	136.61	4,363.39	3.0%
522 20 26 001 FF Disability	10,901.00	4,350.70	6,550.30	39.9%
522 20 26 002 FF Retirement PERS	14,260.00	5,421.72	8,838.28	38.0%
522 20 27 001 FF VEBA	9,000.00	8,100.00	900.00	90.0%
522 20 28 001 FF Retirement LEOFF	42,420.00	13,026.65	29,393.35	30.7%
522 20 29 001 FF L&I	39,357.00	18,714.30	20,642.70	47.6%
<b>210 Wages &amp; Benefits</b>	<b>1,227,090.00</b>	<b>415,011.58</b>	<b>812,078.42</b>	<b>33.8%</b>

**215 Volunteer Benefits**

522 20 11 001 Volunteer Stipends	30,000.00	9,380.00	20,620.00	31.3%
522 20 21 001 Medicare/SS Vol	2,295.00	717.62	1,577.38	31.3%
522 20 23 001 Intern Tuition Assistance	18,000.00	0.00	18,000.00	0.0%
<b>215 Volunteer Benefits</b>	<b>50,295.00</b>	<b>10,097.62</b>	<b>40,197.38</b>	<b>20.1%</b>

**220 Supplies & Services**

522 20 30 000 Maps/Books/ Periodicals	450.00	221.10	228.90	49.1%
522 20 31 000 Food and Water	1,000.00	444.40	555.60	44.4%
522 20 32 000 Expendable Equipment	1,000.00	159.28	840.72	15.9%
522 20 32 001 Other Operating Supplies	1,500.00	2,479.90	(979.90)	165.3%
522 20 32 002 Equipment	5,000.00	286.15	4,713.85	5.7%
522 20 32 004 Hose & Nozzles	2,000.00	0.00	2,000.00	0.0%
522 20 33 000 Volunteer Uniforms	600.00	37.27	562.73	6.2%
522 20 33 001 T-Shirts/Sweatshirts	1,500.00	0.00	1,500.00	0.0%
522 20 34 000 Bldg Supplies/Facility Misc	1,000.00	842.56	157.44	84.3%
522 20 35 000 Address Signs	150.00	236.46	(86.46)	157.6%
522 20 36 000 Diesel / Gas	20,000.00	4,549.75	15,450.25	22.7%
522 20 38 000 Turn-Outs	6,000.00	993.69	5,006.31	16.6%
522 20 38 001 PPE Accessories	3,000.00	0.00	3,000.00	0.0%
522 20 40 000 Radio Dispatch	50,000.00	19,059.54	30,940.46	38.1%
522 20 41 000 Pagers	750.00	233.07	516.93	31.1%
522 20 41 001 Satellite Phone	375.00	120.80	254.20	32.2%
522 20 41 002 Verizon MDC Cards	960.00	240.06	719.94	25.0%
522 20 41 003 Cell Phones E91 & E94	1,320.00	317.06	1,002.94	24.0%
522 20 43 000 Hydrant/Fireline	650.00	95.82	554.18	14.7%
522 20 44 001 Dues/Memberships	3,000.00	2,620.50	379.50	87.4%

## 2019 BUDGET POSITION

East County Fire & Rescue  
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001 General Fund Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
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### 220 Supplies & Services

522 20 45 000	Volunteer Pensions	900.00	1,080.00	(180.00)	120.0%
<b>220 Supplies &amp; Services</b>		<b>101,155.00</b>	<b>34,017.41</b>	<b>67,137.59</b>	<b>33.6%</b>

### 240 Wildland Wages & Benefits

522 20 11 002	Wildland Salary & Benefits	2,500.00	0.00	2,500.00	0.0%
522 20 14 002	Wildland Overtime	2,500.00	0.00	2,500.00	0.0%
<b>240 Wildland Wages &amp; Benefits</b>		<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.0%</b>

<b>200 Operations</b>	<b>1,383,540.00</b>	<b>459,126.61</b>	<b>924,413.39</b>	<b>33.2%</b>
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### 300 Public Education

#### 220 Supplies & Services

522 30 30 000	Educational Supplies	500.00	0.00	500.00	0.0%
522 30 40 000	Printing/Newsletter	1,526.00	0.00	1,526.00	0.0%
522 30 41 000	Postage for Newsletter	1,206.00	0.00	1,206.00	0.0%
522 30 42 000	Public Education Advertising	300.00	0.00	300.00	0.0%
<b>220 Supplies &amp; Services</b>		<b>3,532.00</b>	<b>0.00</b>	<b>3,532.00</b>	<b>0.0%</b>

<b>300 Public Education</b>	<b>3,532.00</b>	<b>0.00</b>	<b>3,532.00</b>	<b>0.0%</b>
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### 400 Training

#### 220 Supplies & Services

522 45 30 000	Books/Periodicals (Training)	2,000.00	396.44	1,603.56	19.8%
522 45 32 000	Food and Water (Training)	150.00	0.00	150.00	0.0%
522 45 33 000	Training Supplies	500.00	5.42	494.58	1.1%
522 45 40 000	Local/Long Distance Travel (Training)	500.00	0.00	500.00	0.0%
522 45 41 000	Meals (Training)	2,500.00	950.00	1,550.00	38.0%
522 45 42 000	Lodging	2,000.00	1,391.84	608.16	69.6%
522 45 43 000	Tuition	10,000.00	475.00	9,525.00	4.8%
<b>220 Supplies &amp; Services</b>		<b>17,650.00</b>	<b>3,218.70</b>	<b>14,431.30</b>	<b>18.2%</b>

<b>400 Training</b>	<b>17,650.00</b>	<b>3,218.70</b>	<b>14,431.30</b>	<b>18.2%</b>
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### 500 Equipment Repair & Maintenance

#### 220 Supplies & Services

522 60 40 000	Fire Extinguisher Maint	1,200.00	0.00	1,200.00	0.0%
522 60 40 001	Exercise Equip Maint	1,000.00	0.00	1,000.00	0.0%
522 60 41 000	Hose & Nozzle Test/Mtce	200.00	0.00	200.00	0.0%
522 60 41 001	EMS Equipment Mtce	200.00	0.00	200.00	0.0%
522 60 41 002	Ladder Testing/Repair	2,000.00	1,347.82	652.18	67.4%
522 60 41 003	Hand Tool Maintenance	150.00	0.00	150.00	0.0%
522 60 41 004	SCBA Mtce	10,000.00	0.00	10,000.00	0.0%



## 2019 BUDGET POSITION

East County Fire & Rescue  
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001 General Fund

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>220 Supplies &amp; Services</b>				
522 60 42 000 Communication Equipment Repair/Mtce.	4,000.00	0.00	4,000.00	0.0%
522 60 43 000 Small Engine Repair	3,000.00	268.70	2,731.30	9.0%
522 60 47 001 Emergency Generators Repair/Mtce.	1,500.00	209.23	1,290.77	13.9%
<b>220 Supplies &amp; Services</b>	<b>23,250.00</b>	<b>1,825.75</b>	<b>21,424.25</b>	<b>7.9%</b>
<b>500 Equipment Repair &amp; Maintenance</b>				
<b>23,250.00</b>	<b>1,825.75</b>	<b>21,424.25</b>	<b>7.9%</b>	
<b>525 Disaster Services</b>				
<b>525 Disaster Services</b>				
525 60 30 000 Disaster Preparedness	150.00	0.00	150.00	0.0%
<b>525 Disaster Services</b>	<b>150.00</b>	<b>0.00</b>	<b>150.00</b>	<b>0.0%</b>
<b>525 Disaster Services</b>				
<b>150.00</b>	<b>0.00</b>	<b>150.00</b>	<b>0.0%</b>	
<b>550 Apparatus Repair &amp; Maintenance</b>				
<b>220 Supplies &amp; Services</b>				
522 60 48 000 Vehicle Repair & Maint	2,700.00	0.00	2,700.00	0.0%
522 60 48 001 T95	2,250.00	0.00	2,250.00	0.0%
522 60 48 009 E93	3,600.00	0.00	3,600.00	0.0%
522 60 48 010 T93	2,250.00	0.00	2,250.00	0.0%
522 60 48 011 S96	3,600.00	0.00	3,600.00	0.0%
522 60 48 012 U93	675.00	0.00	675.00	0.0%
522 60 48 013 S91	3,600.00	0.00	3,600.00	0.0%
522 60 48 014 E94	3,600.00	1,032.37	2,567.63	28.7%
522 60 48 018 U92	675.00	46.58	628.42	6.9%
522 60 48 019 RH93	675.00	1,117.02	(442.02)	165.5%
522 60 48 020 E91	2,250.00	0.00	2,250.00	0.0%
522 60 48 905 A93	675.00	0.00	675.00	0.0%
522 60 48 909 E92	2,250.00	0.00	2,250.00	0.0%
522 60 48 914 T94	2,250.00	0.00	2,250.00	0.0%
522 60 48 915 U94	675.00	0.00	675.00	0.0%
522 60 48 916 E95	3,600.00	789.21	2,810.79	21.9%
522 60 48 917 S93	3,600.00	0.00	3,600.00	0.0%
522 60 48 918 S94	1,800.00	0.00	1,800.00	0.0%
522 60 48 919 T91	2,250.00	0.00	2,250.00	0.0%
<b>220 Supplies &amp; Services</b>	<b>42,975.00</b>	<b>2,985.18</b>	<b>39,989.82</b>	<b>6.9%</b>
<b>550 Apparatus Repair &amp; Maintenance</b>				
<b>42,975.00</b>	<b>2,985.18</b>	<b>39,989.82</b>	<b>6.9%</b>	
<b>580 Non Expenditures</b>				
<b>580 Non Expenditures</b>				
589 99 99 000 Payroll Clearing	0.00	1,406.13	(1,406.13)	0.0%

## 2019 BUDGET POSITION

East County Fire & Rescue  
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001 General Fund Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>580 Non Expenditures</b>				
580 Non Expenditures	0.00	1,406.13	(1,406.13)	0.0%
<b>580 Non Expenditures</b>	<b>0.00</b>	<b>1,406.13</b>	<b>(1,406.13)</b>	<b>0.0%</b>

### 592 Debt Service

#### 597 Interfund Transfers

597 22 00 001 Transfer Out- Debt Service Payment	255,818.00	0.00	255,818.00	0.0%
597 Interfund Transfers	255,818.00	0.00	255,818.00	0.0%
<b>592 Debt Service</b>	<b>255,818.00</b>	<b>0.00</b>	<b>255,818.00</b>	<b>0.0%</b>

### 594 Capital Expenditures

#### 594 Capital Expenditures

594 22 60 000 Capital Purchases	4,500.00	0.00	4,500.00	0.0%
594 22 61 000 Computer Equip	6,500.00	992.43	5,507.57	15.3%
594 22 62 000 Offsets Over Est. Prop. Tax	20,000.00	0.00	20,000.00	0.0%
594 22 63 000 Offsets Est. Mob Equip. Rev	5,000.00	0.00	5,000.00	0.0%
594 Capital Expenditures	36,000.00	992.43	35,007.57	2.8%
<b>594 Capital Expenditures</b>	<b>36,000.00</b>	<b>992.43</b>	<b>35,007.57</b>	<b>2.8%</b>

### 600 Facilities

#### 220 Supplies & Services

522 50 30 000 Grounds & Park	3,000.00	426.67	2,573.33	14.2%
522 50 40 000 Bldg Repair & Maint	20,000.00	4,750.21	15,249.79	23.8%
220 Supplies & Services	23,000.00	5,176.88	17,823.12	22.5%

#### 691 Station 91

522 50 41 091 Monitoring (St 91)	450.00	222.68	227.32	49.5%
522 50 42 091 Comcast Tel/Internet (St 91)	3,795.00	1,262.04	2,532.96	33.3%
522 50 43 091 Electrical Service (St 91)	7,000.00	2,011.47	4,988.53	28.7%
522 50 44 091 Garbage (St 91)	1,458.00	498.06	959.94	34.2%
522 50 45 091 Gas (St 91)	3,500.00	2,075.49	1,424.51	59.3%
522 50 46 091 Water & Sewer (St 91)	750.00	240.67	509.33	32.1%
691 Station 91	16,953.00	6,310.41	10,642.59	37.2%

#### 692 Station 92

522 50 43 092 Electrical & Heating (St 92)	850.00	430.28	419.72	50.6%
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## 2019 BUDGET POSITION

East County Fire & Rescue  
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001 General Fund

Months: 01 To: 04

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>692 Station 92</b>				
692 Station 92	850.00	430.28	419.72	50.6%
<b>693 Station 93</b>				
522 50 41 093 Monitoring (St 93)	410.00	102.48	307.52	25.0%
522 50 42 093 Comcast Tel/Internet (St 93)	1,776.00	652.50	1,123.50	36.7%
522 50 43 093 Electrical & Htg (St 93)	4,500.00	2,604.77	1,895.23	57.9%
522 50 44 093 Garbage (St 93)	150.00	75.33	74.67	50.2%
<b>693 Station 93</b>	<b>6,836.00</b>	<b>3,435.08</b>	<b>3,400.92</b>	<b>50.2%</b>
<b>694 Station 94</b>				
522 50 41 094 Monitoring (St 94)	655.00	327.52	327.48	50.0%
522 50 42 094 Comcast Tel/Internet (St 94)	3,280.00	1,113.48	2,166.52	33.9%
522 50 43 094 Electric & Heating (St 94)	6,100.00	3,670.71	2,429.29	60.2%
522 50 44 094 Garbage (St 94)	705.00	239.55	465.45	34.0%
<b>694 Station 94</b>	<b>10,740.00</b>	<b>5,351.26</b>	<b>5,388.74</b>	<b>49.8%</b>
<b>695 Station 95</b>				
522 50 41 095 Monitoring (St 95)	686.00	0.00	686.00	0.0%
522 50 42 095 Telephone (St 95)	952.00	325.88	626.12	34.2%
522 50 43 095 Electrical & Heating (St 95)	1,500.00	325.14	1,174.86	21.7%
522 50 45 095 Gas (St 95)	600.00	161.03	438.97	26.8%
522 50 46 095 Water & Sewer (St 95)	1,512.00	532.62	979.38	35.2%
<b>695 Station 95</b>	<b>5,250.00</b>	<b>1,344.67</b>	<b>3,905.33</b>	<b>25.6%</b>
<b>600 Facilities</b>	<b>63,629.00</b>	<b>22,048.58</b>	<b>41,580.42</b>	<b>34.7%</b>
<b>800 Fund Transfers</b>				
<b>801 Transfer To Reserve Fund</b>				
597 22 49 000 Transfer Out- Capital Facility	0.00	0.00	0.00	0.0%
597 22 60 001 Transfer Out- Apparatus Reserve	0.00	0.00	0.00	0.0%
597 22 64 001 TransfersOut - Equipment Reserve	0.00	0.00	0.00	0.0%
<b>801 Transfer To Reserve Fund</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>800 Fund Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Expenditures:</b>	<b>2,306,821.00</b>	<b>646,739.04</b>	<b>1,660,081.96</b>	<b>28.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(45,516.00)</b>	<b>368,361.89</b>		

## 2019 BUDGET POSITION TOTALS

East County Fire & Rescue  
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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	2,261,305.00	1,015,100.93	44.9%	2,306,821.00	646,739.04	28%
	2,261,305.00	1,015,100.93	44.9%	2,306,821.00	646,739.04	28.0%

## 2019 BUDGET POSITION

East County Fire & Rescue  
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002 Apparatus Replacement Fund

Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 10 00 001 Beginning Balance Apparatus Replacement	290,955.09	290,955.09	0.00	100.0%
308 Beginning Balances	290,955.09	290,955.09	0.00	100.0%
<b>360 Misc Revenue</b>				
361 10 00 001 Investment Interest (Apparatus Reserve)	0.00	2,391.27	(2,391.27)	0.0%
360 Misc Revenue	0.00	2,391.27	(2,391.27)	0.0%
<b>397 Interfund Transfers</b>				
397 00 00 001 Transfer In-Apparatus Replacement	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>290,955.09</b>	<b>293,346.36</b>	<b>(2,391.27)</b>	<b>100.8%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>597 Interfund Transfers</b>				
597 22 60 002 Transfers From Apparatus Reserve	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>999 Ending Balance</b>				
508 10 00 001 Ending Balance Apparatus Replacement	290,955.09	0.00	290,955.09	0.0%
999 Ending Balance	290,955.09	0.00	290,955.09	0.0%
<b>Fund Expenditures:</b>	<b>290,955.09</b>	<b>0.00</b>	<b>290,955.09</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>293,346.36</b>		



## 2019 BUDGET POSITION

East County Fire & Rescue  
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003 Capital Facility Fund Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 10 00 002 Beginning Balance Capital Facility	42,676.51	42,676.51	0.00	100.0%
308 Beginning Balances	42,676.51	42,676.51	0.00	100.0%

360 Misc Revenue

361 10 00 002 Investment Interest (Capital Facility)	0.00	350.76	(350.76)	0.0%
360 Misc Revenue	0.00	350.76	(350.76)	0.0%

397 Interfund Transfers

397 00 00 000 Transfer In- Capital Facility	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

<b>Fund Revenues:</b>	<b>42,676.51</b>	<b>43,027.27</b>	<b>(350.76)</b>	<b>100.8%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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999 Ending Balance

508 10 00 002 Ending Balance Capital Facility	42,676.51	0.00	42,676.51	0.0%
999 Ending Balance	42,676.51	0.00	42,676.51	0.0%

<b>Fund Expenditures:</b>	<b>42,676.51</b>	<b>0.00</b>	<b>42,676.51</b>	<b>0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>43,027.27</b>		
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## 2019 BUDGET POSITION

East County Fire & Rescue  
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004 Leave Accrual Fund		Months: 01 To: 04			
Revenues	Amt Budgeted	Revenues	Remaining		
<b>308 Beginning Balances</b>					
308 10 00 003 Beginning Balance Leave Accrual	43,837.53	43,837.53	0.00	100.0%	
308 Beginning Balances	43,837.53	43,837.53	0.00	100.0%	
<b>360 Misc Revenue</b>					
361 10 00 003 Investment Interest (Leave Accrual)	0.00	360.27	(360.27)	0.0%	
360 Misc Revenue	0.00	360.27	(360.27)	0.0%	
<b>Fund Revenues:</b>	<b>43,837.53</b>	<b>44,197.80</b>	<b>(360.27)</b>	<b>100.8%</b>	
Expenditures	Amt Budgeted	Expenditures	Remaining		
<b>999 Ending Balance</b>					
508 10 00 003 Ending Balance Leave Accrual	43,837.53	0.00	43,837.53	0.0%	
999 Ending Balance	43,837.53	0.00	43,837.53	0.0%	
<b>Fund Expenditures:</b>	<b>43,837.53</b>	<b>0.00</b>	<b>43,837.53</b>	<b>0.0%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>44,197.80</b>			

## 2019 BUDGET POSITION

East County Fire & Rescue  
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005 Plans Trailer Copier Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
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**308 Beginning Balances**

308 10 00 004 Beginning Balance Plans Trailer Copier	2,091.18	2,091.18	0.00	100.0%
308 Beginning Balances	2,091.18	2,091.18	0.00	100.0%

**360 Misc Revenue**

361 10 00 005 Investment Interest (Copier Reserve)	0.00	17.19	(17.19)	0.0%
360 Misc Revenue	0.00	17.19	(17.19)	0.0%

<b>Fund Revenues:</b>	<b>2,091.18</b>	<b>2,108.37</b>	<b>(17.19)</b>	<b>100.8%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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**999 Ending Balance**

508 10 00 004 Ending Balance Copier	2,091.18	0.00	2,091.18	0.0%
999 Ending Balance	2,091.18	0.00	2,091.18	0.0%

<b>Fund Expenditures:</b>	<b>2,091.18</b>	<b>0.00</b>	<b>2,091.18</b>	<b>0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>2,108.37</b>		
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## 2019 BUDGET POSITION

East County Fire & Rescue  
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006 Equipment Reserve Fund

Months: 01 To: 04

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 10 00 005 Beginning Balance Equipment Reserve	125,236.14	125,236.14	0.00	100.0%
<b>308 Beginning Balances</b>	<b>125,236.14</b>	<b>125,236.14</b>	<b>0.00</b>	<b>100.0%</b>
<b>360 Misc Revenue</b>				
361 10 00 004 Investment Interest (Equipment Reserve)	0.00	1,029.27	(1,029.27)	0.0%
<b>360 Misc Revenue</b>	<b>0.00</b>	<b>1,029.27</b>	<b>(1,029.27)</b>	<b>0.0%</b>
<b>397 Interfund Transfers</b>				
397 00 00 002 Transfer In- Equipment Reserve	0.00	0.00	0.00	0.0%
<b>397 Interfund Transfers</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Revenues:</b>	<b>125,236.14</b>	<b>126,265.41</b>	<b>(1,029.27)</b>	<b>100.8%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>999 Ending Balance</b>				
508 10 00 005 Ending Balance Equipment Resere	125,236.14	0.00	125,236.14	0.0%
<b>999 Ending Balance</b>	<b>125,236.14</b>	<b>0.00</b>	<b>125,236.14</b>	<b>0.0%</b>
<b>Fund Expenditures:</b>	<b>125,236.14</b>	<b>0.00</b>	<b>125,236.14</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>126,265.41</b>		



## 2019 BUDGET POSITION TOTALS

East County Fire & Rescue  
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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
002 Apparatus Replacement Fund	290,955.09	293,346.36	100.8%	290,955.09	0.00	0%
003 Capital Facility Fund	42,676.51	43,027.27	100.8%	42,676.51	0.00	0%
004 Leave Accrual Fund	43,837.53	44,197.80	100.8%	43,837.53	0.00	0%
005 Plans Trailer Copier	2,091.18	2,108.37	100.8%	2,091.18	0.00	0%
006 Equipment Reserve Fund	125,236.14	126,265.41	100.8%	125,236.14	0.00	0%
	<u>504,796.45</u>	<u>508,945.21</u>	<u>100.8%</u>	<u>504,796.45</u>	<u>0.00</u>	<u>0.0%</u>

# Chief's Report

**6-4-19**

Calls since last Commissioner meeting: **35**

EMS: **22**

Fire: **0**

Other: **13**

Calls YTD: 2019- **330**

## **Staff Overtime Numbers:**

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

Used YTD: **\$15,056.65**

% Used: **17.31%**

- Brown outs since last meeting: **3**  
5-20-19  
5-23-19  
5-28-19
- Attended the retirement BBQ for long time DNR employee Tom North on Saturday, June 1<sup>st</sup> up in Ridgefield WA.
- Helped evaluate a Fire Officer I IFSAC practical at Station 31 on Thursday, May 23<sup>rd</sup>.
- Crews have been participating in some visits to properties in the district to go over defensible space. Most recent visit was a property up on Livingston Mountain.
- I have been working with a property owner who is thinking about annexation into the fire district. The property is up in the Cougar Creek area.
- DNR was able to work out a deal with Clark County to stage a helicopter at Camp Bonneville this Summer. DNR stated that the Camp Bonneville area is larger and they will be able to stage all of the equipment and staffing at the location. They will also have room for a possible 2<sup>nd</sup> helicopter if needed. Again, they were very thankful of our consideration.

## AC Jacobs Report

6-4-19

EST training was May 28<sup>th</sup>. Changed from the 27<sup>th</sup>.  
Memorial Day.

Next DOC/ACC training June 10<sup>th</sup> Sta. 91 7 PM. We are  
trying a change to Monday training.

Next EST training June 24<sup>th</sup>. Sta. 93 7PM.

### Safety Report

Last safety committee meeting was 5-23-2019.

Next safety committee meeting, 7-31-2019 Sta. 91 7:30  
PM.

No reported accidents or incidents since the last board  
meeting.



# Safety Committee Meeting Minutes

5-23-2019

Reviewed shift safety meeting minutes.

There were no accident/exposure reports, thanks to all for working safely!

There were no near miss reports to review.

Reviewed station safety inspections, some lighting issues need to be repaired.

Hot weather will be with us soon, as temperatures go up be sure to stay hydrated.

School will be out soon, watch for kids at play!

Date of next safety committee meeting 7-31-2019 7:30 PM Sta. 91.

# EAST COUNTY FIRE & RESCUE

## Policies, Procedures, and Guidelines

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**SUBJECT: Temporary Modified Duty Assignments**

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**PPG NUMBER: 90.2.12**

**Page 1 of 33**

**DATE OF ISSUE: 04-21-2015**

**APPROVED BY: \_\_\_\_\_**

**REVISED: 056-0704-2019**

**Board Chair**

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### **PURPOSE AND SCOPE**

The purpose of this policy is to describe the procedure for assigning employees to temporary modified duty when injuries sustained on- or off-duty result in limitations as diagnosed by a qualified health care professional.

### **POLICY**

It is the policy of the East County Fire and Rescue (ECFR) to assist injured employees in returning to work as soon as they are medically able to perform meaningful work for the District. In some instances, the return to work may result in a temporary modified duty assignment.

### **PROCEDURE**

Temporary modified duty assignments are intended to provide employees who have sustained a work-related occupational or non-occupational injury that temporarily limits their ability to perform their regularly assigned duties with an opportunity to return to work. The ability of the District to offer an employee a temporary modified duty assignment will be based on the limitations of the employee and the needs of the District, and will generally not exceed 120 days. The process for evaluating an employee for a modified duty assignment after being medically cleared with restrictions from an injury occurring on- or off-duty, or an illness as a result of an exposure, shall be as follows:

- a) The employee's treating health care professional must have provided the employee with written clearance stating that the employee is able to work modified duty with identified work restrictions.
- b) The employee must provide the clearance document to the Fire Chief or authorized designee as soon as practicable.
- c) The Fire Chief or authorized designee will determine the availability of a temporary modified duty assignment that is commensurate with the employee's work restrictions. There may be instances when a temporary modified duty position within the employee's work restrictions is not available.
- d) If a temporary modified duty assignment is available, the employee may be required to schedule an appointment with the agency's occupational medical provider for final medical clearance before reporting for duty.
- e) Temporary modified duty assignments shall not exceed 120 days without approval from the Fire Chief or the authorized designee. Extensions will be based on the employee's need for continued temporary modified duty and the agency's need for continued work in



the task assigned. Extensions are not guaranteed. Extensions in a temporary modified duty assignment will be granted on a case-by-case basis and at the sole discretion of the District. An authorized extension will not expand any temporary modified duty into a permanent assignment and will not be considered as precedent for any other extensions.

- f) With the exception of employees who are disabled, as defined by the Americans with Disabilities Act (ADA) or the Washington Law Against Discrimination (RCW 49.60.030) temporary modified duty assignments normally will end at the point when the injured employee's condition is declared permanent and stationary or the employee is cleared for full duty without restriction(s).

## **WORK HOURS AND SCHEDULING**

- a) The provision of modified duty hours is always at the District's discretion. Therefore, the District reserves the right to modify transitional work hours and assignments at any time and to withdraw a transitional work offer based on employee performance, productivity, operational / department needs or other factors.
- b) If an employee is offered modified duty, the following guidelines should be considered:
- Full-time employees should be offered 40 hours per week of transitional work assignments.
  - Part-time employees should be offered up to their 6-month average number of weekly hours in the form of transitional work assignments.
- c) It is the option of the District to change regular hours and workdays of employees participating in the modified work assignments. Modified work schedules will be primarily based on operational needs with secondary consideration given to employee preferences.
- d) To assure adequate supervision, modified work assignments should normally be scheduled between the hours of 8:00 AM and 5:00 PM, Monday through Friday.
- e) Hours pay and leave accruals for employees moving to and from a 24/48 and 40/hours per week will be converted using the current contracted annual hours:2080 ratio.
- f) While completing modified work assignments, overtime is not allowed unless the employee's supervisor provides approval in advance of the hours being worked.
- g) Employees on modified duty due to an occupational injury or illness shall be granted paid time off for treatment appointments related to the occupational injury or illness.

## **DOCUMENTATION**

- a) A Modified Work Assignment Agreement must be filled out and agreed upon by the employee, and the Fire Chief. A copy of the agreement will be given to the employee and one will be kept in the employee's personnel file.
- b) Copies of all physician reports will be kept in the employee's personnel file.



**MODIFIED WORK ASSIGNMENT AGREEMENT**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Offer of modified work, notice of your responsibilities, and agreement**

Modified duty may be made available to you for the first 120 calendar days from your date of injury. Offering modified duty is at the sole discretion of the District and can be rescinded at any time.

Modified duty will start on (date)\_\_\_\_\_. Your rate of pay will be \$\_\_\_\_\_/ hour.

Your workdays will be \_\_\_\_\_, starting at \_\_\_\_\_ and ending at \_\_\_\_\_.

Given the proposed schedule above, the total number of hours offered to you each week is \_\_\_\_\_.

Your immediate supervisor during the modified duty assignment will be \_\_\_\_\_

The task assignments will vary during this time period based on District needs and the work restrictions listed on your most current work status report. Please note that a field uniform or appropriate business attire must be worn while you are working modified duty.

**Employee Response to Modified Duty Offer and Terms**

Acceptance:

\_\_\_\_\_(initial) I agree to the above number of modified duty hours, schedule, and reporting location as outlined above.

\_\_\_\_\_(initial) I understand that the workers' compensation system [if applicable] WILL NOT provide wage replacement when modified duty is available and I fail to work the full number of hours offered by the District.

\_\_\_\_\_(initial) I understand that all District policies remain in effect and apply to me even though I am not working at my normal job, schedule, or location.

\_\_\_\_\_(initial) I understand that it is my responsibility to provide a WRITTEN work status update to my supervisor immediately after each and every visit to the treatment provider.

\_\_\_\_\_(initial) I understand that my eligibility to work modified duty will expire after 120 calendar days have elapsed from my date of injury / illness. I also understand and agree the District may modify or cancel my modified work at any time based on my performance, productivity, operational / departmental needs, or other factors.

Declination:

\_\_\_\_\_(initial) I decline to work transitional duty even though my decision to do so may render me ineligible for lost wage replacement from the workers' compensation system [if applicable]. I understand that coverage for my medical treatment expenses will not be affected by my decision to decline transitional duty.

**I affirm my choice to accept or decline modified duty as indicated by my initials above.**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Chief Signature

\_\_\_\_\_  
Date

# EAST COUNTY FIRE & RESCUE

## RESOLUTION # 254-06042019

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

**WHEREAS**, the equipment (PPV fans, lawn mowers, JVC Television, float pump, power heads, stat power and Troy Build riding mower) shown in Attachment A, belonging to East County Fire & Rescue are obsolete and 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 equipment;

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

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

**ADOPTED** at a Regular Meeting of the Board of Commissioners for East County Fire & Rescue this 4<sup>th</sup> day of June, 2019, with the following Commissioners being present and voting:

\_\_\_\_\_  
Chair Person

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

**DISTRICT SEAL:**

\_\_\_\_\_  
Commissioner

**ATTEST:**

\_\_\_\_\_  
District Secretary

# East County Fire & Rescue

## Property Salvage Report

Tag Number	Description of Asset	Serial Number	Status of Asset - Choose One				Comments
			Lost	Stolen*	Sold	Recycle or Scrap	
0148 0844	PPV FAN						
0167	PPV FAN						
01621	LAW MOWER						
0865	LAWN MOWER						
11014	JVC TV						
	FLOAT PUMP						
0014	POWER HEAD	HONDA GX (x2)					NOT INVENTORIED. OLD EXTRICATION TOOL POWER HEAD x2
	STAFF POWER						POWER CONVERTER. NOT IN INVENTORY.
0182	TRAY BOW RIDING MOWER						

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

Approved: \_\_\_\_\_

Signature

Surplus Resolution Number 254-06042019

Date: \_\_\_\_\_





## East County Fire & Rescue

600 NE 267<sup>th</sup> Avenue Camas, WA 98607

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Phone: 360.834.4908

Fax: 360.834.5454

June 3, 2019

To Whom it May Concern:

This letter is to verify that East County Fire and Rescue is a certified agency as recognized by the State of Washington. East County Fire and Rescue was officially incorporated on May 26, 2006, as the result of a successful merger between Clark County Fire District #1 and Clark County Fire District #9. East County Fire and Rescue is authorized by the Board of Commissioners to request funding.

I authorize East County Fire and Rescue to apply for funding from Walmart and the Walmart Foundation for the betterment of the community.

Sincerely,

Martha Martin, Chairperson  
East County Fire and Rescue  
Board of Commissioners

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**Prevent, Protect & Serve**

[www.ECFR.us](http://www.ECFR.us)

33

2019 "Lid Lift" Draft Calendar		March	April	May	June	July	August
	Communications	Strategic Planning, Weekly Facebook posts Resolution, Resolution coversheet	Strategic Planning, Weekly Facebook posts Draft Resolution for Lid Lift due April 2nd	Strategic Planning, Weekly Facebook posts Resolution to Election Office by May 10	Strategic Planning, Weekly Facebook posts	Strategic Planning, Weekly Facebook posts Letter to Editor (Firefighter), July 8th	Strategic Planning, Weekly Facebook posts Primary Election (Aug. 6th)
	Board agrees to a single year Lid Lift - Permanent *Levy Lid Lift to \$1.50 per \$1000	Explanatory Statement	Board to meet on Lid Lift Resolution, Public Invited, April 2nd (Commissioner Martin)"For" and "Against" Appointments by May 10	Publish "Pass Fail Document" for Lid Lift on Facebook, May 28th	Draft FAQ Card, June 5th	Media Release On Open House, July 22nd, FAQ Card (Drop July 19th)	
		Website and Facebook update	Board to vote on Lid Lift Resolution, April 16th, Media Release on Board Approved Resolution	"For" and "Against" Statements by May 21	Letter to Editor or Op-Ed (Commissioner), June 24th	Ballots are mailed July 19th Open House, Camas Days July 28th	Letter to the Editor Thanking Voters, Aug 12th
	*2019 Levy Rate \$1.16 per \$1000		Work on FireWire Newsletter Draft for "Pass Fail Document" for Lid Lift, April 3rd		Mailer - FireWire/Newsletter, June 20th		
	\$0.34 increase = \$12.75 per month for the owner of a \$450,000 home						

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

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