

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

January 7, 2019

Station 91

6:30 PM

AGENDA

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of December 18, 2018 Regular Board Meeting Minutes
2. Approval of December 18, 2018 Local BVFF&RO Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Swinhart
Deputy Chief Carnes
Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

Safety Committee meeting minutes

FIRE DISTRICT BUSINESS:

- Social Media for Fire District
- Purchase Request Approval – Station 93 Washer/Dryer
- Facility Use Request
- Update on Surplus Vehicle
- Station 95 Parking Lot

This Meeting is Being Recorded.

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

Page # 1 of 2

COMMITTEES AND SPECIAL MEETINGS:

- ECAAB
- Risk Group
- Safety Committee Representative
- Revenue Exploratory Committee
- Communication with Neighboring Elected Officials

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar

Strategic Planning Meeting, Station 91, January 9, 2019, 3:00 p.m.

Policy Meeting, Station 91, January 14, 2019, 6:00 p.m.

EXECUTIVE SESSION:

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

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: January 15, 2019, Station 91, 6:30 PM

EAST COUNTY FIRE & RESCUE
REGULAR BOARD OF FIRE COMMISSIONERS MEETING

December 18, 2018

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin

Joshua Seeds

Mike Carnes

Sherry Petty

Mike Berg

Nick Swinhart

Mike Taggart

Robert Jacobs

Iliana Ortega

CALL TO ORDER: 18:30

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of December 4, 2018 Regular Board Meeting Minutes
2. Approval of December 4, 2018 Local BVFF&RO Meeting Minutes
3. Approval of December 5, 2018 Strategic Planning & Shared Services Meeting Minutes
4. Approval of December 10, 2018 Policy Review Meeting Minutes
5. Approval of Financial Transactions
6. Excuse Absent Commissioner(s):

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

OPEN TO PUBLIC:

None

CORRESPONDENCE:

None

STAFF REPORT:

Chief Swinhart reported that there is no current set date for the next negotiation meeting, and that he will convey that information as soon as it is scheduled. Chief Swinhart also updated the Board regarding CAROL boxing.

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

- There have been 2 Brown Outs at Station 94 since the last meeting.
- Continuing with Station 93 preparations for 24 hour staffing, will be operational by the
- Station 95 repairs have been completed.
- ECFR would like to recognize Cody Sorenson for organizing ECFR's participation in the Washougal Christmas Parade. Cody did an outstanding job with the engine decorations with

lots of help from Volunteer Firefighter Joel VanNess and Part-time Firefighters Ryan Gonzalez and Zach Hougan.

- Chief Carnes was contacted by DNR to stage a helicopter at Station 93 during fire season.

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

- No EST training scheduled for December 2018.
- Chief Jacobs reported that the next DOC/EOC training will be held on January 8th, 2019 at Station 91 at 7:00 PM.
- Chief Jacobs announced that the C.A.R.O.L. box packing will be on December 19th and delivery is scheduled for December 22nd at 7 AM at Station 42.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

None

SAFETY REPORT:

- Chief Jacobs reported that no accidents or injuries have taken place since the last committee meeting.
- The next Safety Committee meeting will be January 23, 2019, 7:30PM at Station 91.

FIRE DISTRICT BUSINESS:

Resolution #249-12182018 2019 Commissioner Meeting Dates

Motion by Commissioner Seeds to approve Resolution #249-12182018 2019 Commissioner Meeting Dates, seconded by Commissioner Martin. Motion passed unanimously

Policy #40.0 Asset Management

Motion by Commissioner Martin to approve Policy #40.0 Asset Management, seconded by Commissioner Petty. Motion passed unanimously.

Policy #50.1 Dispatch via Text Messaging

Motion by Commissioner Martin to approve Policy #50.1 Dispatch via Text Messaging, seconded by Commissioner Petty. Motion passed unanimously.

Policy #60.1.1 State Required Commissioner Training

Motion by Commissioner Martin to approve Policy #60.1.1 State Required Commissioner Training, seconded by Commissioner Petty. Motion passed unanimously.

Suspend Policy #40.1 Fixed Assets Inventory

Motion by Commissioner Seeds to suspend Policy #40.1 Fixed Assets Inventory, seconded by Commissioner Taggart. Motion passed unanimously.

Suspend Policy #40.2 Inventory Procedures

Motion by Commissioner Seeds to suspend Policy #40.2 Inventory Procedures, seconded by Commissioner Taggart. Motion passed unanimously.

Suspend Policy #40.3 Capitol Assets

Motion by Commissioner Seeds to suspend Policy #40.3 Capitol Assets, seconded by Commissioner Taggart. Motion passed unanimously.

Suspend Policy #40.3.1 Attractive Assets

Motion by Commissioner Seeds to suspend Policy #40.3.1 Attractive Assets, seconded by Commissioner Taggart. Motion passed unanimously.

Social Media for Fire District

Motion by Commissioner Martin to approve a Facebook be established in 2018, seconded by Commissioner Seeds. Motion passed unanimously

Purchase Request Approval – Station 93 Washer & Dryer

Tabled until next meeting on January 7, 2019.

Adopt Full-time Firefighter List

Motion by Commissioner Martin to adopt Full-time Firefighter List, seconded by Commissioner Petty. Motion passed unanimously

Update on Surplus Vehicle

None

Station 95 Parking Lot

None

COMMITTEES AND SPECIAL MEETINGS:

ECAAB

None

Risk Group

None

Safety Committee Representatives

None

Revenue Exploratory Committee

The Revenue Committee met last on December 12, 2018, and reviewed a list of prioritized needs for the department. It was discussed that the list would be sent to a professional grant writing service to help facilitate any potential grants the District may be eligible for.

Communication with Neighboring Elected Officials

Commissioner Martin and Taggart had an opportunity to meet with Mayor Turk out of Camas, and invited her to participate in our monthly Strategic Planning and Shared Services Meetings.

COMMISSIONER COMMENTS:

- The Board thanks the District Secretary for her work and wishes her the best in her future endeavors.
- Commissioner Taggart passed on information for cell service through First Net for the districts cell phones.
- Commissioner Martin will be participating in the CAROL packing and delivery program, and would like someone to volunteer to help on that day.
- Commissioner Berg requested a follow up on the water quality issue at Station 93.

OPEN TO PUBLIC:

None

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

None

ROUND TABLE:

Monthly Event Calendar

EXECUTIVE SESSION:

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

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

The board went into executive session at 19:26 for 20 minutes.

An extension was announced until 20:05

An extension was announced until 20:20

The board reconvened at 20:20

Motion by Commissioner Petty to end interlocal Chief Contract with City of Camas as of February 1, 2019, seconded by Commissioner Seeds. Motion passed unanimously,

Motion by Commissioner Martin to approve Deputy Chief Contract for the period of 2019-2021, seconded by Commissioner Petty. Motion passed unanimously

ADJOURNMENT:

Next Regular Board Meeting: January 7, 2019 Station 91, 6:30PM

Motion by Commissioner Seeds to adjourn at 20:4 hours, seconded by Commissioner Martin. Motion passed unanimously.

Mike Taggart, Chairperson

Martha Martin, Vice Chair

Sherry Petty, Commissioner

Mike Berg, Commissioner

Joshua Seeds, Commissioner

ATTEST:

DISTRICT SEAL:

Iliana Ortega, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes
December 18, 2018

CALL TO ORDER:

The meeting was called to order by Chairperson Mike Taggart at 19:42 at Station 91.

The following were in attendance:

Martha Martin

Joshua Seeds

Mike Carnes

Sherry Petty

Mike Berg

Iliana Ortega

Mike Taggart

Robert Jacobs

Nick Swinhart

BUSINESS:

None

ADJOURNMENT:

The Local Board adjourned at 19:43.

Respectfully Submitted,

Sherry Petty, Commissioner,
Mike Berg, Alternate

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

Bob Jacobs, Chief's Rep.

Mike Taggart, Chairperson
Marth Martin, Alternate

Iliana Ortega, District Secretary
Bob Jacobs, Alternate

DISTRICT SEAL:



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 January 7, 2019**

1. Minutes –

- December 18, 2018 Regular Meeting
- December 18, 2018 Local BVFF&RO Meeting

2. Invoices

- \$15,997.08
 - i. Check Nos.11078-11093 dated December 21, 2018
- \$1,546.81
 - i. Check Nos.11094-11099 dated December 28, 2018
- \$77,790.03
 - i. Check Nos.11100-11127 dated January 4, 2019
- Debt Service – Bond Payment – December 3, 2018
 - i. \$219,943.75

3. Approved Commissioner Stipends January 10 Pay Date

Name	For the Period					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Berg	1	0	0	0	0	1
Martin	1	0	0	0	0	1
Petty	1	0	0	0	0	1
Taggart	1	0	0	0	0	1
Seeds	1	0	0	0	0	1

4. Voided/Destroyed Claims/Payroll Warrants

Check No. 11078 - BSK Associates (Paid with District Visa)

5. Payroll/Benefits EFT's

- \$44,894.35

 Commissioner Martha Martin – Chair

 Commissioner Mike Taggart – Vice Chair

 Commissioner Mike Berg

 Commissioner Sherry Petty

 Commissioner Joshua Seeds

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

12/21/2018 To: 12/21/2018

Time: 13:51:13 Date: 01/07/2019
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1432	12/21/2018	Claims	6291	11078	BSK ASSOCIATES		Entry Error, transaction paid on VISA
1433	12/21/2018	Claims	6291	11078	CDW Government	413.26	Customer # 10704219
					001 - 522 10 33 000 - Computer/Software/Supplies	413.26	Microsoft Office Pro For New Computer
1434	12/21/2018	Claims	6291	11079	CLARK COUNTY PAINTING INC	7,392.88	Invoice # 2018587
					001 - 522 50 40 000 - Bldg Repair & Maint	7,392.88	Station 95 Repairs And Replacement Of Siding And Pressure Washing
1435	12/21/2018	Claims	6291	11080	CLARK PUBLIC UTILITIES	1,463.50	Account # 7200-239-7; Account # 7200-401-3; Account # 7177-363-4
					001 - 522 50 43 091 - Electrical Service (St 91)	496.53	Station 91 Electrical Service
					001 - 522 50 43 093 - Electrical & Htg (St 93)	355.00	Station 93 Electrical Service
					001 - 522 50 43 094 - Electric & Heating (St 94)	611.97	Station 94 Electrical Service
1436	12/21/2018	Claims	6291	11081	DAY MANAGEMENT CORPORATION	301.56	Customer # 33801
					001 - 522 60 48 020 - E91	301.56	Maintenace On Engine 91 Modem, Issue With Service Connection
1437	12/21/2018	Claims	6291	11082	DELL MARKETING LP	24.09	Customer # 82719486; Customer #82719486
					001 - 522 10 33 000 - Computer/Software/Supplies	48.85	DVD Writer For Accounting Assistant
					001 - 522 10 33 000 - Computer/Software/Supplies	-24.76	Credit For Return Of Wrong DVD Writer
1438	12/21/2018	Claims	6291	11083	Linda A Durrett	5.00	Parking Reimbursement For Workday Training
					001 - 522 10 49 001 - Admin Training Travel	5.00	Parking Reimbursement For Workday Training
1439	12/21/2018	Claims	6291	11084	Martin Fowler	975.00	Fire Instructor I Training
					001 - 522 45 43 000 - Tuition	975.00	Fire I Training For Zach Hougan, Adam Webster, Ryan Gonzalez
1440	12/21/2018	Claims	6291	11085	KONICA MINOLTA BUSINESS SOLUTIONS USA IN	28.22	Payer ID: 908516
					001 - 522 10 40 002 - Copier Mtce	28.22	Station 91 Copier Maintenace
1441	12/21/2018	Claims	6291	11086	PACIFIC TRUCK & TRAILER SERVICE, INC	39.02	Invoice # 2018-29326
					001 - 522 60 48 916 - E95	39.02	Broken Latch On Pump Compartment Replaced
1442	12/21/2018	Claims	6291	11087	SIMPSON PLUMBING	135.50	Invoice # 2474165
					001 - 522 50 40 000 - Bldg Repair & Maint	135.50	Water Heater Valve Replaced At Station 93
1443	12/21/2018	Claims	6291	11088	STAPLES ADVANTAGE	88.03	Customer # LA113379872
					001 - 522 10 30 000 - Office Supplies	33.84	2019 Office Calendars
					001 - 522 10 33 000 - Computer/Software/Supplies	54.19	UPS For Computer
1444	12/21/2018	Claims	6291	11089	STATE AUDITOR'S OFFICE	1,823.25	MCAG # 1060
					001 - 522 10 41 000 - State Audit Costs	1,823.25	State Audit Costs For Audit Period, 2015-2017
1445	12/21/2018	Claims	6291	11090	UNITED FIRE, HEALTH & SAFETY	1,068.15	Invoice # 15477250
					001 - 522 60 40 000 - Fire Extinguisher Maint	1,068.15	Annual Fire Extinguisher Service And Maintenace
1446	12/21/2018	Claims	6291	11091	VERIZON WIRELESS	185.62	Account # 471176028-00001

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East County Fire & Rescue

Time: 13:51:13 Date: 01/07/2019

MCAG #: 1060

12/21/2018 To: 12/21/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 20 41 002		Verizon MDC Cards	80.02	Engine 91 & 94 MDC Cards
			001 - 522 20 41 003		Cell Phones E91 & E94	105.60	Engine 91 & 94 Cell Phones
1447	12/21/2018	Claims	6291	11092	WORKING FIRE FURNITURE & MATTRESS CO.	1,996.00	Invoice # 1430
			001 - 522 10 31 000		Furniture/Appliances	1,996.00	Station 93 Recliners
1448	12/21/2018	Payroll	6291	11093	OPEIU Local 11	58.00	Pay Cycle(s) 12/25/2018 To 12/25/2018 - OPEIU Dues
			001 - 589 99 99 000		Payroll Clearing	29.00	
			001 - 589 99 99 000		Payroll Clearing	29.00	
						15,997.08	
						15,997.08	Claims: 15,939.08
							Payroll: 58.00

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East County Fire & Rescue
MCAG #: 1060

12/28/2018 To: 12/28/2018

Time: 13:52:37 Date: 01/07/2019
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1450	12/28/2018	Claims	6291	11094	CLARK PUBLIC UTILITIES	91.84	Account # 7196-908-3
					001 - 522 50 43 092 - Electrical & Heating (St 92)	91.84	Station 92 Electrical Service
1451	12/28/2018	Claims	6291	11095	IMS Alliance	51.91	Invoice 18-1890
					001 - 522 20 38 001 - PPE Accessories	51.91	Passport Nametags For Station 93
1452	12/28/2018	Claims	6291	11096	NW NATURAL	700.26	Account # 1264540-4; Account # 2074612-9
					001 - 522 50 45 091 - Gas (St 91)	665.11	Station 91 Gas Service
					001 - 522 50 45 095 - Gas (St 95)	35.15	Station 95 Gas Service
1453	12/28/2018	Claims	6291	11097	TLC TOWING	487.80	Invoice # 118431
					001 - 522 60 48 020 - E91	487.80	Engine 91 Towing
1454	12/28/2018	Claims	6291	11098	URGENT MEDICAL CENTER	145.00	Statement # 5908
					001 - 522 10 43 000 - Medical/Drug Screen/Vaccina	145.00	Respiratory Clearance, And TB Testing
1455	12/28/2018	Claims	6291	11099	URGENT MEDICAL CENTER	70.00	Statement # 5907
					001 - 522 10 43 000 - Medical/Drug Screen/Vaccina	70.00	Respiratory Clearance, Joel VanNess
						1,546.81	
001 General Fund						1,546.81	Claims: 1,546.81

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East County Fire & Rescue
MCAG #: 1060

01/04/2019 To: 01/04/2019

Time: 13:54:45 Date: 01/07/2019

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1	01/04/2019	Claims	6291	11100	ALADTEC, INC	2,357.55	Invoice # 2018-12821
					001 - 522 20 49 000 - NFIRS/Fire Manager/Target S	2,357.55	2019 Aladtec Scheduling System
2	01/04/2019	Claims	6291	11101	BUSINESS CARD BANK OF AMERICA	3,095.31	Account Ending In # 8515
					001 - 522 10 30 000 - Office Supplies	39.28	Costco - Office Supplies
					001 - 522 10 32 000 - Cleaning and Sanitation	8.67	Dollar Tree - Handsoap For Sta 93
					001 - 522 10 32 000 - Cleaning and Sanitation	257.44	Costco - Cleaning Supplies
					001 - 522 10 32 000 - Cleaning and Sanitation	32.89	Home Depot - Cleaning Supplies
					001 - 522 10 33 000 - Computer/Software/Supplies	29.45	MX Guardian - Monthly Fee For Spam Filter
					001 - 522 10 44 000 - Professional Services	130.00	BSK Assoc. - Test Water At Station 93
					001 - 522 10 49 001 - Admin Training Travel	2.50	Clark County - Parking For C.C. Workday Training
					001 - 522 20 32 000 - Expendable Equipment	27.35	Costco - Batteries
					001 - 522 20 32 000 - Expendable Equipment	116.45	Amazon-Smoke Detectors
					001 - 522 20 34 000 - Bldg Supplies/Facility Misc	8.67	Dollar Tree- Dinner Plates & Soup Spoons For Sta 93
					001 - 522 20 34 000 - Bldg Supplies/Facility Misc	6.50	Dollar Tree - Bowls For Sta 93
					001 - 522 20 34 000 - Bldg Supplies/Facility Misc	142.17	Walmart-Supplies For Sta 93 (Household Goods)
					001 - 522 20 34 000 - Bldg Supplies/Facility Misc	115.10	Costco - Household Supplies Sta 93
					001 - 522 20 34 000 - Bldg Supplies/Facility Misc	94.62	Home Depot - Household Supplies Sta 93
					001 - 522 45 30 000 - Books/Periodicals (Training)	276.75	Fire Protection Pub - IFSTA Instructor Books
					001 - 522 45 30 000 - Books/Periodicals (Training)	91.35	Fire Protection Pub - IFSTA Fire Officer II Book
					001 - 522 45 42 000 - Lodging	445.12	Baymont Inn - Lodging For Webster Fire Instructor I Class
					001 - 522 45 42 000 - Lodging	445.12	Baymont Inn - Lodging For Gonzales And Hougan Fire Instructor I Class
					001 - 522 50 42 091 - Comcast Tel/Internet (St 91)	315.57	Comcast - Sta 91 Phone And Internet
					001 - 522 50 42 093 - Comcast Tel/Internet (St 93)	150.44	Comcast - Sta 93 Phone And Internet
					001 - 522 50 42 094 - Comcast Tel/Internet (St 94)	278.40	Comcast - Sta 94 Phone And Internet
					001 - 522 50 42 095 - Telephone (St 95)	81.47	Comcast - Sta 95 Phone
3	01/04/2019	Claims	6291	11102	BIAS SOFTWARE	6,584.30	Invoice #10393 - 2019 Annual Support
					001 - 522 10 40 000 - BIAS Financial Software	6,584.30	2019 BIAS Software License And Support
4	01/04/2019	Claims	6291	11103	BOARD FOR VOLUNTEER FIREFIGHTERS	1,080.00	2019 Vol. Disability & Pension Remittance
					001 - 522 20 45 000 - Volunteer Pensions	1,080.00	2019 Vol. Disability & Pension Remittance
5	01/04/2019	Claims	6291	11104	CAMAS WASHOUGAL POST RECORD	65.00	Account #375298
					001 - 522 20 30 000 - Maps/Books/ Periodicals	65.00	2019 Post Record Subscription
6	01/04/2019	Claims	6291	11105	CHEVRON AND TEXACO BUSINESS CARD SERVICE	719.15	Account # 7898808949
					001 - 522 20 36 000 - Diesel / Gas	719.15	December 2018 Fuel
7	01/04/2019	Claims	6291	11106	CITY OF CAMAS	3,182.00	Invoice #0138337
					001 - 522 10 44 000 - Professional Services	3,182.00	January 2019 Chief Services
8	01/04/2019	Claims	6291	11107	CLARK COUNTY AUTO & TRUCK SUPPLY INC	183.72	Account #12400
					001 - 522 60 47 001 - Emergency Generators Repair	220.04	Battery For Generator - Sta 93
					001 - 522 60 47 001 - Emergency Generators Repair	-39.02	Core Deposit Credit

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/04/2019 To: 01/04/2019

Time: 13:54:45 Date: 01/07/2019

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 60 48 014 - E94			2.70	Replacement Lamp - E94
9	01/04/2019	Claims	6291	11108	CLARK COUNTY TREASURER	9,479.25	Customer #1802
			001 - 522 20 40 000 - Radio Dispatch			9,479.25	2019 Q1 CRESA Operations
10	01/04/2019	Claims	6291	11109	CLARK PUBLIC UTILITIES	61.51	Account #7169-997-9
			001 - 522 50 43 095 - Electrical & Heating (St 95)			61.51	Sta. 95 Electrical Service
11	01/04/2019	Claims	6291	11110	DAY MANAGEMENT CORPORATION	210.02	Set Up And Test Radio At Station 93
			001 - 522 50 40 000 - Bldg Repair & Maint			210.02	Set Up And Test Radio At Station 93
12	01/04/2019	Claims	6291	11111	DELL MARKETING LP	992.43	Customer 82719486
			001 - 594 22 61 000 - Computer Equip			992.43	New Computer To Allow Moving One To Sta 93
13	01/04/2019	Claims	6291	11112	EMERGENCY REPORTING SYSTEMS, INC	5,690.43	Invoice # 2018_8040
			001 - 522 20 49 000 - NFIRS/Fire Manager/Target S			5,690.43	2019 Emergency Reporting Subscription
14	01/04/2019	Claims	6291	11113	HI-WAY FUEL	336.64	Account # 710
			001 - 522 20 36 000 - Diesel / Gas			290.06	December 2018 Fuel
			001 - 522 60 48 018 - U92			46.58	Oil Change - Apparatus 1018
15	01/04/2019	Claims	6291	11114	LN CURTIS & SONS	63.07	Customer # C32870
			001 - 522 10 25 001 - Admin Uniforms			63.07	White Class B Shirts - Carnes
16	01/04/2019	Claims	6291	11115	LUTZ HARDWARE	54.48	Account # 1095
			001 - 522 10 32 000 - Cleaning and Sanitation			39.00	Brush And Mop For Station 91
			001 - 522 20 32 000 - Expendable Equipment			15.48	Grommet Kit
17	01/04/2019	Claims	6291	11116	Lockbox #785341 MAGELLAN HEALTHCARE	246.75	Customer ID # CCDS00-01
			001 - 522 10 24 001 - Magellan - EAP			246.75	Service Provided January-March 2019
18	01/04/2019	Claims	6291	11117	NFPA	1,520.50	ID # 2100357; ID # 2100357
			001 - 522 20 44 001 - Dues/Memberships			1,345.50	2019 NFPA Subscription
			001 - 522 20 44 001 - Dues/Memberships			175.00	2019 NFPA Membership Renewal
19	01/04/2019	Claims	6291	11118	SECURE COM INC	275.10	Account # 4263; Account # 157
			001 - 522 50 41 091 - Monitoring (St 91)			111.34	Station 91 Monitoring
			001 - 522 50 41 094 - Monitoring (St 94)			163.76	Station 94 Monitoring
20	01/04/2019	Claims	6291	11119	TARGET SOLUTIONS LEARNING, LLC	3,940.79	East County Fire & Rescue
			001 - 522 20 49 000 - NFIRS/Fire Manager/Target S			3,940.79	2019 Target Solution Renewal
21	01/04/2019	Claims	6291	11120	ERIC TIERNEY	1,000.00	January And February Computer And Network Support
			001 - 522 10 40 001 - Computer/Website Mtce & R			1,000.00	January And February Computer And Network Support
22	01/04/2019	Claims	6291	11121	WASHINGTON FIRE CHIEFS	1,100.00	Invoice # R2019-082
			001 - 522 20 44 001 - Dues/Memberships			1,100.00	2019 Membership Dues
23	01/04/2019	Claims	6291	11122	WASHINGTON FIRE COMMISSIONERS ASSN	2,500.00	Invoice # 06D09--2019
			001 - 522 10 48 004 - Commissioner Dues/Members			2,500.00	2019 Annual Membership Dues
24	01/04/2019	Payroll	6291	11123	OPEIU Local 11	58.00	Pay Cycle(s) 01/10/2019 To 01/10/2019 - OPEIU Dues
			001 - 589 99 99 000 - Payroll Clearing			29.00	
			001 - 589 99 99 000 - Payroll Clearing			29.00	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/04/2019 To: 01/04/2019

Time: 13:54:45 Date: 01/07/2019

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
25	01/04/2019	Payroll	6291	11124	TRUSTEED PLANS SERVICE CORPORATION	21,339.34	Pay Cycle(s) 12/01/2018 To 12/31/2018 - Disability - FF; Pay Cycle(s) 12/01/2018 To 12/31/2018 - Addtl Life; Pay Cycle(s) 12/01/2018 To 12/31/2018 - PPO-100; Pay Cycle(s) 12/01/2018 To 12/31/2018 - Ka
					001 - 522 10 22 001 - Admin Medical Insurance	1,363.51	
					001 - 522 10 22 001 - Admin Medical Insurance	1,317.20	
					001 - 522 10 22 001 - Admin Medical Insurance	360.74	Reserve Adjust - PPO Admin
					001 - 522 10 22 001 - Admin Medical Insurance	1,482.38	
					001 - 522 10 22 001 - Admin Medical Insurance	53.50	Reserve Adjust - Kaiser Admin
					001 - 522 10 22 001 - Admin Medical Insurance	92.83	
					001 - 522 10 22 001 - Admin Medical Insurance	92.83	
					001 - 522 10 22 001 - Admin Medical Insurance	170.86	
					001 - 522 10 26 001 - Admin Disability	113.23	
					001 - 522 10 26 001 - Admin Disability	2.40	
					001 - 522 20 22 001 - FF Medical Insurance	1,990.19	
					001 - 522 20 22 001 - FF Medical Insurance	675.44	
					001 - 522 20 22 001 - FF Medical Insurance	279.39	Reserve Adjust - PPO FF
					001 - 522 20 22 001 - FF Medical Insurance	1,410.69	
					001 - 522 20 22 001 - FF Medical Insurance	1,830.59	
					001 - 522 20 22 001 - FF Medical Insurance	1,830.59	
					001 - 522 20 22 001 - FF Medical Insurance	1,410.69	
					001 - 522 20 22 001 - FF Medical Insurance	1,830.59	
					001 - 522 20 22 001 - FF Medical Insurance	675.44	
					001 - 522 20 22 001 - FF Medical Insurance	1,095.34	
					001 - 522 20 22 001 - FF Medical Insurance	515.83	Reserve Adjust - Kaiser FF
					001 - 522 20 22 001 - FF Medical Insurance	88.90	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	88.90	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	53.54	
					001 - 522 20 22 001 - FF Medical Insurance	159.13	
					001 - 522 20 22 001 - FF Medical Insurance	53.54	
					001 - 522 20 22 001 - FF Medical Insurance	88.90	
					001 - 522 20 26 001 - FF Disability	86.44	
					001 - 522 20 26 001 - FF Disability	95.07	
					001 - 522 20 26 001 - FF Disability	82.12	
					001 - 522 20 26 001 - FF Disability	77.82	
					001 - 522 20 26 001 - FF Disability	99.39	
					001 - 522 20 26 001 - FF Disability	90.76	
					001 - 522 20 26 001 - FF Disability	108.06	
					001 - 522 20 26 001 - FF Disability	90.76	
					001 - 522 20 26 001 - FF Disability	82.12	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 522 20 26 001 - FF Disability	2.40	
					001 - 589 99 99 000 - Payroll Clearing	10.00	
					001 - 589 99 99 000 - Payroll Clearing	151.84	
					001 - 589 99 99 000 - Payroll Clearing	75.00	
					001 - 589 99 99 000 - Payroll Clearing	81.69	
					001 - 589 99 99 000 - Payroll Clearing	128.35	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

01/04/2019 To: 01/04/2019

Time: 13:54:45 Date: 01/07/2019
Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					001 - 589 99 99 000 - Payroll Clearing	10.00	
					001 - 589 99 99 000 - Payroll Clearing	128.35	
					001 - 589 99 99 000 - Payroll Clearing	81.69	
					001 - 589 99 99 000 - Payroll Clearing	128.35	
					001 - 589 99 99 000 - Payroll Clearing	46.66	
					001 - 589 99 99 000 - Payroll Clearing	3.93	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
					001 - 589 99 99 000 - Payroll Clearing	3.93	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
					001 - 589 99 99 000 - Payroll Clearing	11.73	
					001 - 589 99 99 000 - Payroll Clearing	3.93	
26	01/04/2019	Payroll	6291	11125	WA Department of L&I	11,149.40	4TH Quarter 10/01/2018 - 12/31/2018
					001 - 522 10 29 001 - Admin L&I	44.34	
					001 - 522 10 29 001 - Admin L&I	49.41	
					001 - 522 10 29 001 - Admin L&I	45.31	
					001 - 522 20 29 001 - FF L&I	741.72	
					001 - 522 20 29 001 - FF L&I	825.88	
					001 - 522 20 29 001 - FF L&I	416.55	
					001 - 522 20 29 001 - FF L&I	534.61	
					001 - 522 20 29 001 - FF L&I	418.33	
					001 - 522 20 29 001 - FF L&I	432.18	
					001 - 522 20 29 001 - FF L&I	855.72	
					001 - 522 20 29 001 - FF L&I	591.30	
					001 - 522 20 29 001 - FF L&I	452.44	
					001 - 522 20 29 001 - FF L&I	583.20	
					001 - 522 20 29 001 - FF L&I	430.43	
					001 - 522 20 29 001 - FF L&I	437.40	
					001 - 522 20 29 001 - FF L&I	877.10	
					001 - 522 20 29 001 - FF L&I	646.81	
					001 - 522 20 29 001 - FF L&I	749.80	
					001 - 522 20 29 001 - FF L&I	0.52	Rounding Adjustment - L&I
					001 - 589 99 99 000 - Payroll Clearing	159.00	
					001 - 589 99 99 000 - Payroll Clearing	177.06	
					001 - 589 99 99 000 - Payroll Clearing	27.32	
					001 - 589 99 99 000 - Payroll Clearing	89.31	
					001 - 589 99 99 000 - Payroll Clearing	31.87	
					001 - 589 99 99 000 - Payroll Clearing	114.59	
					001 - 589 99 99 000 - Payroll Clearing	89.66	
					001 - 589 99 99 000 - Payroll Clearing	92.66	
					001 - 589 99 99 000 - Payroll Clearing	183.43	
					001 - 589 99 99 000 - Payroll Clearing	126.75	
					001 - 589 99 99 000 - Payroll Clearing	96.99	
					001 - 589 99 99 000 - Payroll Clearing	29.18	
					001 - 589 99 99 000 - Payroll Clearing	125.02	
					001 - 589 99 99 000 - Payroll Clearing	92.29	
					001 - 589 99 99 000 - Payroll Clearing	93.76	
					001 - 589 99 99 000 - Payroll Clearing	188.03	
					001 - 589 99 99 000 - Payroll Clearing	138.68	
					001 - 589 99 99 000 - Payroll Clearing	160.75	
27	01/04/2019	Payroll	6291	11126	WA EMPLOYMENT SECURITY DEPT	455.29	4TH Quarter 10/01/2018 - 12/31/2018
					001 - 522 10 20 001 - Admin Unemployment/Medic	103.29	
					001 - 522 10 20 001 - Admin Unemployment/Medic	0.03	Rounding Adjustment - Unemployment
					001 - 522 20 20 001 - FF Unemployment/Medicare	57.13	
					001 - 522 20 20 001 - FF Unemployment/Medicare	56.67	
					001 - 522 20 20 001 - FF Unemployment/Medicare	62.61	
					001 - 522 20 20 001 - FF Unemployment/Medicare	60.22	

CHECK REGISTER

East County Fire & Rescue
MCAG #: 1060

12/11/2018 To: 12/31/2018

Time: 13:25:23 Date: 01/03/2019
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1403	12/25/2018	Payroll	6291	EFT		2,236.92	
1404	12/25/2018	Payroll	6291	EFT		203.15	
1405	12/25/2018	Payroll	6291	EFT		2,649.27	
1406	12/25/2018	Payroll	6291	EFT		2,319.80	
1407	12/25/2018	Payroll	6291	EFT		579.28	
1408	12/25/2018	Payroll	6291	EFT		2,057.69	
1409	12/25/2018	Payroll	6291	EFT		2,502.66	
1410	12/25/2018	Payroll	6291	EFT		581.26	
1411	12/25/2018	Payroll	6291	EFT		528.37	
1412	12/25/2018	Payroll	6291	EFT		1,567.46	
1413	12/25/2018	Payroll	6291	EFT		1,763.45	
1414	12/25/2018	Payroll	6291	EFT		779.48	
1415	12/25/2018	Payroll	6291	EFT		421.12	
1416	12/25/2018	Payroll	6291	EFT		1,028.10	
1417	12/25/2018	Payroll	6291	EFT		526.39	
1418	12/25/2018	Payroll	6291	EFT		1,778.05	
1419	12/25/2018	Payroll	6291	EFT		691.15	
1420	12/25/2018	Payroll	6291	EFT		315.84	
1421	12/25/2018	Payroll	6291	EFT		484.41	
1422	12/25/2018	Payroll	6291	EFT		599.14	
1423	12/25/2018	Payroll	6291	EFT		1,719.21	
1424	12/25/2018	Payroll	6291	EFT		1,830.36	
1425	12/25/2018	Payroll	6291	EFT		2,037.27	
1426	12/25/2018	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	9,504.32	Pay Cycle(s) 12/25/2018 To 12/25/2018 - PERS2; Pay Cycle(s) 12/25/2018 To 12/25/2018 - PERS3; Pay Cycle(s) 12/25/2018 To 12/25/2018 - LEOFF2; Pay Cycle(s) 12/25/2018 To 12/25/2018 - DComp
1427	12/25/2018	Payroll	6291	EFT	IAFF2444	522.30	Pay Cycle(s) 12/25/2018 To 12/25/2018 - IAFF Dues
1428	12/25/2018	Payroll	6291	EFT	IRS	5,322.90	941 Deposit for Pay Cycle(s) 12/25/2018 - 12/25/2018
1429	12/25/2018	Payroll	6291	EFT	OR Department of Revenue	345.00	Pay Cycle(s) for OR Tax12/25/2018 - 12/25/2018
001 General Fund						44,894.35	
						44,894.35	Payroll: 44,894.35

Deputy Chief Report

1-7-19

Calls since last Commissioner meeting: **53**

EMS: **34**

Fire: **1**

Other: **18**

Calls YTD: 2017- **977**

2018- **930**

2019- **8**

Staff Overtime Numbers:

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

Used YTD: **\$83,020.94**

% Used: **95.43%**

- Brown outs since last meeting: **5**
 - 12-17-18, Station 94, 24 hours
 - 12-25-18, Station 94, 24 hours
 - 12-26-18, Station 94, 24 hours
 - 12-29-18, Station 94, 24 hours
- 2018-Evaluations for Company Officers and Administrative Staff have been completed.
- The Duty Crew staffed Station 93 on Wednesday, January 2nd due to a staffing shortage.
- Iliana Ortega's last day was December 28th. Exit interview was completed.
- Starting in 2019 EMS-Otep drills will rotate between Station 91 and Station 43 in Washougal. These drills are held once a month and will be attended by both agencies. The first Otep drill was AHA CPR/AED and was held on Wednesday, January 2nd at Station 91.

AC Jacobs Report

1-7-19

DOC/EOC training January 8th 2019 Sta. 91 7 PM.

EST training January 28th 2019 Sta. 93 7 PM.

Standby duty at Sta. 91 for 911 outage on 12-27&28
2300 till 0600.

Safety Report

Last safety committee meeting was 11-27-18

Next safety committee meeting, 1-23-19 Sta. 94 7:30 PM.

One incident since the last board meeting involving E91 getting stuck in a muddy driveway, we decided to call a tow truck to avoid further damage. There was minor damage to the rear bumper and the ground lights.

Safety Committee Meeting Minutes

11-27-2018

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, minor issues already corrected or in process.

Winter is here, please use caution driving when adverse weather conditions exist.

Please review the tire chain installation video and be sure that chains are installed correctly to avoid damage to chains and apparatus.

Date of next safety committee meeting 1-23-2019 7:30 PM Sta. 94.

EAST COUNTY Fire and Rescue

PURCHASING REQUEST FORM

REQUESTED ITEM(S): Washer + Dryer Front Load

BRAND/MODEL/VENDOR/PART NUMBER: Lowes

APPARATUS / STATION NUMBER: Station 93

ESTIMATED COST OF REQUESTED ITEM: up to \$ 2000

EXPLAIN THE NEED FOR REQUESTED ITEM: Replace old worn out washer + Dryer

PERSON REQUESTING THE PURCHASE: M. Carnes

DATE: 1-4-19

BUDGET CODING: SUB _____ ELE _____ OBJ _____ ID _____

DATE NEEDED BY: As soon as possible

DO NOT WRITE BELOW THIS LINE

AUTHORIZATION FOR PURCHASE:

AUTHORIZED SIGNATURE _____

DATE ORDERED: _____

VENDOR: _____

TOTAL COST: _____

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

COMMENTS:

Jan 2019 - East County Fire & Rescue

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		Jan 1 Events Inventory 07:00 - 07:00	2	3	4	5
6	7 Events Commissioner Meeting 18:30 - 21:00 Station 91	8	9 Events Strategic Planning / Shar. 15:00 - 16:30 Station 91	10	11	12
13	14 Events Policy Review Meeting 18:00 - 19:30 Station 91	15 Events Commissioner Meeting 18:30 - 21:00 Station 91	16	17	18	19 Events Private Pilot Ground Scho 09:00 - 12:00 Station 91
20	21	22 Events Meeting with Liz Loomis 18:30 - 20:00 Station 91	23	24	25	26 Events Private Pilot Ground Scho 09:00 - 12:00 Station 91
27	28	29	30	31		

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