

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

February 07, 2023

Station 91

6:30 PM

AGENDA

Held as a hybrid meeting

Dial 1-253-215-8782; Meeting ID 812 3724 0812; Passcode 561170

CALL TO ORDER:

Flag Salute

SWEAR IN NEW FIRE CHIEF:

Swear in Chief Ed Hartin

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of January 17, 2023 Regular Board Meeting Minutes
2. Approval of January 17, 2023 Local BVFF&RO Meeting Minutes
3. Approval of Financial Transactions
4. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Hartin

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:

- Resolution #314-02072023 Surplus Equipment (Milwaukee Sawzall, see Attachment A)
- Purchase Request Approval – Dell Precision Tower Workstation – Replace computer in Chief Office
- Purchase Request Approval – Migration of Website to Streamline and one year web hosting and maintenance.

COMMITTEE MEETINGS:

- Communication with Neighboring Elected Officials
- Camas – Held on January 24, 2023
- City of Washougal – February 10, 2023 at 1:00 PM
- Risk Group – April 12, 2023 at 8:00 AM
- Safety Committee Representative – Held on January 24, 2023
- Revenue Exploratory Committee – TBA
- ECAAB (East County Ambulance Advisory Board) – TBA

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar
Strategic Planning Workshop, February 08, 2023 Station 91 at 3:00 PM.

EXECUTIVE SESSION:

ADJOURNMENT:

Next Regular Board Meeting: February 21, 2023 Station 91, 6:30 PM



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 February 07, 2023**

1. Minutes –

- January 17, 2023 Regular Board Meeting
- January 17, 2023 Local BVFF Meeting

2. Invoices

- \$40,327.78

- I. Check Nos. 14538 – 14552 dated January 25, 2023
- II. Check Nos. 14553 – 14559 dated January 31, 2023

3. Approved Commissioner Stipends February 10th Pay Date

Name	For the Period January 16 - January 31					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Hofmaster	1	1	0	0	1	3
Martin	1	1	0	0	0	2
Petty	1	0	0	0	0	1
Seeds	1	0	0	0	0	1
Taggart	1	1	0	0	1	3

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's

- \$75,342.03 (Payroll)
- \$215.58 (Use 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

January 17, 2023

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin
Sherry Petty
Robert Jacobs
Zach Allen

Mike Taggart
Steve Hofmaster
John Prasch
Austin Wyman

Joshua Seeds
Ed Hartin
Debbie Macias
Danny Burch

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 18:30 via Hybrid Meeting.
Chief Robert Jacobs led the Flag salute.

AGENDA ADJUSTMENTS:

None

CONSENT AGENDA:

Approval of January 03, 2023 Regular Board Meeting Minutes.
Approval of January 03, 2023 Local BVFF&RO Meeting Minutes.
Approval of January 04, 2023 Strategic Planning Minutes
Approval of Financial Transactions.
Excuse Absent Commissioner(s):

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

OPEN TO PUBLIC:

No Comments

CORRESPONDENCE:

None

STAFF REPORT:

Chief Hartin read his report; a copy is in the packet.
Assistant Chief Jacobs gave his report as follows:
January DOC (Department Operations Center) Training was 1.10.2023
February DOC Training will be 2.13.2023
January EST/Tender Training will be 01.23.2023 at Station 91 at 7:30 PM

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing new to report.

SAFETY REPORT:

- Last Safety Committee meeting held on November 30, 2022.
- Next Safety Committee meeting will be on January 24, 2023 at Station 91 at 7:30 PM.
- No reported accidents/incidents since the last board meeting.

FIRE DISTRICT BUSINESS:

Commissioner Martin went over the Investment services interlocal agreement concerning Clark County Treasure and ECFR, confirmed just a signature was needed.

Purchase Request Approval – MDC Docking Station for MDC for E95 (Apparatus # 916)

Chief Hartin asked for the Boards approval to purchase an MDC Docking Station for the MDC in E95 (Apparatus #916)

Motion by Commissioner Taggart to approve the purchase of an MDC Docking Station for the MDC in E95 (Apparatus # 916) for \$1,070.28 **seconded by Commissioner Seeds.**

Motion passed unanimously.

Purchase Request Approval – Mule II Collapsible stokes litter wheel with handles

Chief Hartin asked for the Board's approval to purchase a Mule II Collapsible stokes litter wheel with handles for Chief's truck.

Motion by Commissioner Seeds to approve the purchase of a Mule II Collapsible stokes litter wheel with handles for \$1,695.30 **seconded by Commissioner Hofmaster. Motion passed unanimously.**

Purchase Request Approval – Turnouts for two full time firefighter and one Captain

Chief Hartin asked the Board's approval to purchase new turnouts for two full-time firefighters (Wyman and Grable) and for one Captain (Troutman)

Motion by Commissioner Taggart to approve the purchase of three sets of turnouts for (Wyman, Grable and Troutman) for \$8,513.76 **seconded by Commissioner Seeds. Motion passed unanimously.**

Purchase Request Approval – Turnouts for Chief Hartin

Chief Hartin asked for the Board's approval to purchase new turnouts for himself, as the turnouts from previous Chief are too big.

Motion by Commissioner Seeds to approve the purchase a set of new turnouts for (Hartin) for \$2,965.15 **seconded by Commissioner Seeds. Motion passed unanimously.**

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials
City of Camas – January 24, 2023 City Hall at 2:00 PM

City of Washougal –TBA

Risk Group

Held on January 4, 2023.

Commissioner Seeds said there were no changes and no major claims. It was a quick and short meeting. Discussion ensued.

Safety Committee Representative

January 24, 2023 Station 91 at 7:30 PM

Revenue Exploratory Committee

TBA

ECAAB

TBA

COMMISSIONER COMMENTS:

Commissioner Martin commented that her one on one with Chief Hartin went very well and recommended all other Commissioners schedule theirs too.

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 January 04, 2023 Station 91 at 3:00 PM

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 19:07 for 30 minutes, to return at 19:37.

The Board reconvened at 19:37.

Commissioner Martin asked for a Motion to approve the contract for Chief Hartin's employment.

Motion by Commissioner Taggart to approve the contract for Chief Hartin's employment, seconded by Commissioner Seeds. Motion passed unanimously.

ADJOURNMENT:

Next Regular Board Meeting: February 07, 2023 Station 91, 6:30 PM via Hybrid.

Motion by Commissioner Seeds to adjourn at 19:40, seconded by Commissioner Petty. Motion passed unanimously.

Martha Martin, Chairperson

Michael Taggart, Vice Chair

Sherry Petty, Commissioner

Steve Hofmaster, Commissioner

Joshua Seeds, Commissioner

DISTRICT SEAL:

ATTEST:

Debbie Macias, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes
January 17, 2023

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 19:05 at Station 91.

The following were in attendance:

Martha Martin
Sherry Petty
Robert Jacobs
Zach Allen

Mike Taggart
Steve Hofmaster
John Prasch
Austin Wyman

Joshua Seeds
Ed Hartin
Debbie Macias
Danny Burch

BUSINESS:

No new business.

ADJOURNMENT:

The Local Board adjourned at 19:05.

Respectfully Submitted,

Mike Taggart, Commissioner,
Sherry Petty, Alternate

Joel VanNess, FF's Assoc. Liaison
Tad Crum, Alternate

Bob Jacobs, Chief is Rep.
Ed Hartin, Alternate

Martha Martin, Chairperson
Joshua Seeds, Alternate

Debbie Macias, District Secretary
Ed Hartin, Alternate

DISTRICT SEAL:

CHECK REGISTER

East County Fire & Rescue

Time: 13:00:54 Date: 02/07/2023

01/16/2023 To: 01/31/2023

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
104	01/25/2023	Claims	6291	14538	ALADTEC, INC	3,056.53	Invoice # INV00230070 - Aladtec Subscription - Annual. 1/1/2023-12/31/2023.
					001 - 522 20 49 000 - NFIRS/Fire Manager/Target Sol	3,056.53	Aladtec Subscription - Annual. 1/1/2023-12/31/2023.
105	01/25/2023	Claims	6291	14539	CAMAS WASHOUGAL POST RECORD	50.82	Invoice # 40594 - 2023 Regular Board Meeting Schedule Posting.
					001 - 522 20 42 001 - Legal Notices	50.82	2023 Regular Board Meeting Schedule Posting.
106	01/25/2023	Claims	6291	14540	CLARK COUNTY TREASURER	247.68	Invoice # CI047584 - Q4 2022 Net Motion Support up to 4 Licenses.
					001 - 522 20 40 000 - Radio Dispatch	247.68	Q4 2022 Net Motion Support up to 4 Licenses.
107	01/25/2023	Claims	6291	14541	CLARK PUBLIC UTILITIES	488.67	1.16.2023 - Electric Service at Station 91. Service Period 12/07/2022-01/09/2023.
					001 - 522 50 43 091 - Electrical Service (St 91)	488.67	Electric Service at Station 91. Service Period 12/07/2022-01/09/2023.
108	01/25/2023	Claims	6291	14542	EMBROIDER IT	31.26	Invoice # 8212 - Nametapes Qty. 2 (Allen and Harrington); Invoice # 8220 - Nametapes Qty (2) for (Dobbins and Prasch)
					001 - 522 20 25 001 - FF Uniforms	15.63	Nametapes Qty. 2 (Allen and Harrington)
					001 - 522 20 25 001 - FF Uniforms	15.63	Nametapes Qty (2) for (Dobbins and Prasch)
109	01/25/2023	Claims	6291	14543	GENERAL FIRE APPARATUS, INC	1,388.17	Invoice # 15916 - Primer Electric Pump Only for Apparatus # 1014.; Invoice # 15909 - TFT Cup Seal Molded Run, TFT Wear Strip Molded Run, TFT Rotation Lock Insert Kit APP1014; Invoice # 15952 - Rosenb
					001 - 522 60 48 014 - E94 (1014)	943.98	Primer Electric Pump Only for Apparatus # 1014.
					001 - 522 60 48 014 - E94 (1014)	111.03	TFT Cup Seal Molded Run, TFT Wear Strip Molded Run, TFT Rotation Lock Insert Kit APP1014
					001 - 522 60 48 014 - E94 (1014)	333.16	Rosenbauer Akron Seal Kit 4.0" Valve for Apparatus # 1014.
110	01/25/2023	Claims	6291	14544	GRAINGER	244.12	Invoice # 9560641467 - Wet mop Qty (3), mop wringer and floor cleaner. Station 91
					001 - 522 10 32 000 - Cleaning and Sanitation	244.12	Wet mop Qty (3), mop wringer and floor cleaner. Station 91
111	01/25/2023	Claims	6291	14545	LACROSSE FOOTWEAR DANNER	315.00	Invoice # DM-011900 - Duty boots for FF Harrington.
					001 - 522 20 25 001 - FF Uniforms	315.00	Duty boots for FF Harrington.
112	01/25/2023	Claims	6291	14546	LN CURTIS & SONS	156.77	Invoice # INV658699 - 1/4 Zip Job Shirts XL Tall Qty. (2) - (FF Allen and One for stock)
					001 - 522 20 25 001 - FF Uniforms	156.77	1/4 Zip Job Shirts XL Tall Qty. (2) - (FF Allen and One for stock)
113	01/25/2023	Claims	6291	14547	NI GOVERNMENT SERVICES, INC	31.41	Invoice # 22122952081 - Satellite Phone - Service Period 12/1/2022-12/31/2022.

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East County Fire & Rescue

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01/16/2023 To: 01/31/2023

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 20 41 001		Satellite Phone	31.41	Satellite Phone - Service Period 12/1/2022-12/31/2022.
114	01/25/2023	Claims	6291	14548	STAPLES ADVANTAGE	71.48	Invoice # 3527245472 - Door nameplate for Chief Hartin.; Invoice # 3527659440 - Three tab yellow file folders - restock. Expo dry eraser and markers.
			001 - 522 10 30 000		Office Supplies	13.73	Door nameplate for Chief Hartin.
			001 - 522 10 30 000		Office Supplies	57.75	Three tab yellow file folders - restock. Expo dry eraser and markers.
115	01/25/2023	Claims	6291	14549	STATE AUDITOR'S OFFICE	5,630.85	Invoice # L152192 - Audit # 48173. Audit Period 20-21. Accountability Audit and Financial Audit.
			001 - 522 10 41 000		State Audit Costs	2,670.30	Audit # 48173. Audit Period 20-21 Accountability Audit
			001 - 522 10 41 000		State Audit Costs	2,960.55	Audit # 48173. Audit Period 20-21 Financial Audit
116	01/25/2023	Claims	6291	14550	URGENT MEDICAL CENTER SALMON CREEK	186.00	Invoice # 19602 - Pre-placement, flu (seasonal) Drug Screen (Dobbins)
			001 - 522 10 43 000		Medical/Drug Screen/Vaccinati	186.00	Pre-placement, flu (seasonal) Drug Screen (Dobbins)
117	01/25/2023	Payroll	6291	14551	OPEIU Local 11	60.90	Pay Cycle(s) 01/25/2023 To 01/25/2023 - OPEIU Dues
			001 - 589 99 99 000		Payroll Clearing	30.45	
			001 - 589 99 99 000		Payroll Clearing	30.45	
118	01/25/2023	Payroll	6291	14552	TRUSTEED PLANS SERVICE CORPORATION	927.07	Pay Cycle(s) 01/10/2023 To 01/25/2023 - Disability - FF (Case#37014)
			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	
			001 - 522 20 26 001		FF Disability	94.44	
			001 - 522 20 26 001		FF Disability	86.58	
121	01/31/2023	Claims	6291	14553	CLARK COUNTY AUTO & TRUCK SUPPLY INC	386.06	1.30.2023 - Janaury Statement
			001 - 522 20 32 000		Expendable Equipment	20.62	Inv# 745-521523 Knotted cup brush (grinding tool)
			001 - 522 60 48 000		Vehicle Repair & Maint	4.77	Inv# 745-521523 Windshield washer fluid
			001 - 522 60 48 000		Vehicle Repair & Maint	24.52	Inv# 745-521523 Satin black paint for utility trailer
			001 - 522 60 48 018		U92 (1018)	9.43	Inv#745-521998 Adapter and washer fluid for App # 1018
			001 - 522 60 48 018		U92 (1018)	48.73	Inv# 745-521523 Windshield wipers
			001 - 522 60 48 915		U94 (915)	225.88	Inv# 745-521092 Battery for App #915
			001 - 522 60 48 915		U94 (915)	-19.55	Inv# 745-521116 Credit memo for battery core return.
			001 - 522 60 48 915		U94 (915)	71.66	Inv# 745-521523 Windshield wipers
122	01/31/2023	Claims	6291	14554	GRAINGER	116.34	Invoice # 9568930409 - Mop bucket for station 91.

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East County Fire & Rescue

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01/16/2023 To: 01/31/2023

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 10 32 000		Cleaning and Sanitation	116.34	Mop Bucket for Station 91
123	01/31/2023	Claims	6291	14555	LN CURTIS & SONS	589.26	Invoice # INV669241 - White Tube Spring Button Kit. Replacement part for rescue 42s for Apparatus #1020.; Invoice # INV670136 - Pull on structure boots, meets NFPA. (Hartin)
			001 - 522 20 32 002		Equipment	56.31	White Tube Spring Button Kit. Replacement part for rescue 42s for Apparatus # 1020.
			001 - 522 20 38 001		PPE Accessories	532.95	Pull on structure boots, meets NFPA. (Hartin)
124	01/31/2023	Claims	6291	14556	MOTOROLA	150.35	Invoice # 8281545912 - Bluetooth Flash entitlement, to allow Captain Troutman the ability to transmit to his portable radio from his SCBA mask via bluetooth.
			001 - 522 10 33 000		Computer/Software/Supplies	150.35	Bluetooth Flash entitlement, to allow Captain Troutman the ability to transmit to his portable radio from his SCBA mask via bluetooth.
125	01/31/2023	Claims	6291	14557	SEAWESTERN	1,674.03	Invoice # INV21189 - Mask Communications System Field Upgrade - Radio Direct interface system field installed onto existing mask, c5 battery pack charger (Troutman SCBA mask)
			001 - 522 20 32 002		Equipment	1,674.03	Mask Communications System Field Upgrade - Radio Direct interface system field installed onto existing mask, c5 battery pack charger (Troutman SCBA mask)
126	01/31/2023	Claims	6291	14558	URGENT MEDICAL CENTER SALMON CREEK	144.00	Invoice # 19665 - PrePlacement and Drug Screen (Hartin)
			001 - 522 10 43 000		Medical/Drug Screen/Vaccinati	144.00	PrePlacement and Drug Screen (Hartin)
127	01/31/2023	Payroll	6291	14559	TRUSTEED PLANS SERVICE CORPORATION	24,381.01	Pay Cycle(s) 01/10/2023 To 01/25/2023 - PPO-100 (Case#69106); Pay Cycle(s) 01/10/2023 To 01/25/2023 - Kaiser (Case#69106); Pay Cycle(s) 01/10/2023 To 01/25/2023 - Dental
			001 - 522 10 22 001		Admin Medical Insurance	1,397.85	
			001 - 522 10 22 001		Admin Medical Insurance	698.93	
			001 - 522 10 22 001		Admin Medical Insurance	1,512.18	
			001 - 522 10 22 001		Admin Medical Insurance	688.93	
			001 - 522 10 22 001		Admin Medical Insurance	92.83	
			001 - 522 10 22 001		Admin Medical Insurance	46.42	
			001 - 522 10 22 001		Admin Medical Insurance	92.83	
			001 - 522 10 22 001		Admin Medical Insurance	53.54	
			001 - 522 20 22 001		FF Medical Insurance	1,884.32	
			001 - 522 20 22 001		FF Medical Insurance	639.27	
			001 - 522 20 22 001		FF Medical Insurance	1,736.31	
			001 - 522 20 22 001		FF Medical Insurance	1,069.69	
			001 - 522 20 22 001		FF Medical Insurance	1,736.31	
			001 - 522 20 22 001		FF Medical Insurance	1,736.31	
			001 - 522 20 22 001		FF Medical Insurance	688.93	
			001 - 522 20 22 001		FF Medical Insurance	1,736.31	
			001 - 522 20 22 001		FF Medical Insurance	1,736.31	
			001 - 522 20 22 001		FF Medical Insurance	688.93	
			001 - 522 20 22 001		FF Medical Insurance	2,903.23	Retro Adjustment

CHECK REGISTER

East County Fire & Rescue

Time: 13:00:54 Date: 02/07/2023

01/16/2023 To: 01/31/2023

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 522 20 22 001 - FF Medical Insurance				147.40	
		001 - 522 20 22 001 - FF Medical Insurance				147.40	
		001 - 522 20 22 001 - FF Medical Insurance				147.40	
		001 - 522 20 22 001 - FF Medical Insurance				147.40	
		001 - 522 20 22 001 - FF Medical Insurance				147.40	
		001 - 522 20 22 001 - FF Medical Insurance				53.54	
		001 - 522 20 22 001 - FF Medical Insurance				147.40	
		001 - 522 20 22 001 - FF Medical Insurance				147.40	
		001 - 522 20 22 001 - FF Medical Insurance				53.54	
		001 - 522 20 22 001 - FF Medical Insurance				53.54	
		001 - 522 20 22 001 - FF Medical Insurance				139.24	Retro Adjustment
		001 - 589 99 99 000 - Payroll Clearing				10.00	
		001 - 589 99 99 000 - Payroll Clearing				10.00	
		001 - 589 99 99 000 - Payroll Clearing				311.26	
		001 - 589 99 99 000 - Payroll Clearing				261.85	
		001 - 589 99 99 000 - Payroll Clearing				95.19	
		001 - 589 99 99 000 - Payroll Clearing				261.85	
		001 - 589 99 99 000 - Payroll Clearing				261.85	
		001 - 589 99 99 000 - Payroll Clearing				10.00	
		001 - 589 99 99 000 - Payroll Clearing				261.85	
		001 - 589 99 99 000 - Payroll Clearing				261.85	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	
		001 - 589 99 99 000 - Payroll Clearing				23.46	

001 General Fund	40,327.78	
	40,327.78	Claims: 14,958.80
		Payroll: 25,368.98

CHECK REGISTER

East County Fire & Rescue

Time: 07:15:41 Date: 02/02/2023

01/16/2023 To: 01/31/2023

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
65	01/25/2023	Payroll	6291	EFT		3,714.77	
66	01/25/2023	Payroll	6291	EFT		31.17	
67	01/25/2023	Payroll	6291	EFT		3,637.82	
68	01/25/2023	Payroll	6291	EFT		3,683.96	
69	01/25/2023	Payroll	6291	EFT		173.15	
70	01/25/2023	Payroll	6291	EFT		779.85	
71	01/25/2023	Payroll	6291	EFT		2,796.80	
72	01/25/2023	Payroll	6291	EFT		1,177.76	
73	01/25/2023	Payroll	6291	EFT		2,831.11	
74	01/25/2023	Payroll	6291	EFT		3,893.42	
75	01/25/2023	Payroll	6291	EFT		2,091.25	
76	01/25/2023	Payroll	6291	EFT		234.93	
77	01/25/2023	Payroll	6291	EFT		1,381.95	
78	01/25/2023	Payroll	6291	EFT		1,766.13	
79	01/25/2023	Payroll	6291	EFT		579.07	
80	01/25/2023	Payroll	6291	EFT		1,340.63	
81	01/25/2023	Payroll	6291	EFT		352.39	
82	01/25/2023	Payroll	6291	EFT		48.48	
83	01/25/2023	Payroll	6291	EFT		846.24	
84	01/25/2023	Payroll	6291	EFT		352.39	
85	01/25/2023	Payroll	6291	EFT		2,841.59	
86	01/25/2023	Payroll	6291	EFT		234.93	
87	01/25/2023	Payroll	6291	EFT		2,878.04	
88	01/25/2023	Payroll	6291	EFT		440.53	
89	01/25/2023	Payroll	6291	EFT		2,217.61	
90	01/25/2023	Payroll	6291	EFT		1,015.37	
91	01/25/2023	Payroll	6291	EFT		611.79	
92	01/25/2023	Payroll	6291	EFT		4,194.70	
93	01/25/2023	Payroll	6291	EFT		2,236.71	
94	01/25/2023	Payroll	6291	EFT	IAFF2444	728.40	Pay Cycle(s) 01/25/2023 To 01/25/2023 - IAFF Dues
95	01/25/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	2,763.66	Pay Cycle(s) 01/25/2023 To 01/25/2023 - DComp
96	01/25/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	1,748.16	Pay Cycle(s) 01/25/2023 To 01/25/2023 - PERS2
97	01/25/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	2,633.70	Pay Cycle(s) 01/25/2023 To 01/25/2023 - DComp Match
98	01/25/2023	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	7,884.12	Pay Cycle(s) 01/25/2023 To 01/25/2023 - LEOFF2
99	01/25/2023	Payroll	6291	EFT	IRS	10,032.45	941 Deposit for Pay Cycle(s) 10/01/2022 - 10/31/2022
100	01/25/2023	Payroll	6291	EFT	OR Department of Revenue	467.00	Pay Cycle(s) for OR Tax: 01/25/2023 - 01/25/2023
101	01/25/2023	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 01/25/2023 To 01/25/2023 - WA Child Support
119	01/27/2023	Claims	6291	EFT	STATE OF WASHINGTON DEPARTMENT OF REVENUE	215.58	Written From Use Tax Report

001 General Fund

75,557.61

	Claims:	215.58
	Payroll:	75,342.03



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone) (360) 835-8920 (fax) www.ecfr.u



To: Board of Fire Commissioners

From: Chief Ed Hartin

Date: February 7, 2023

Subject: Chief's Report

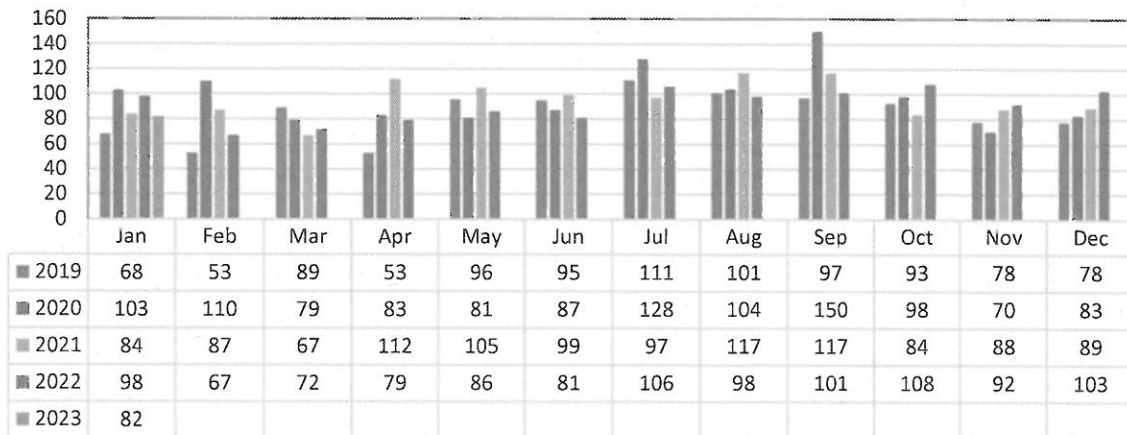
Response Activity

In January the district responded to 82 calls for service. Table 1 outlines the distribution of incidents by incident type series.

Table 1. January Responses

Incident Type Series	Number
1 - Fire	2
3 - Rescue & Emergency Medical Service Incident	53
4 - Hazardous Condition (No Fire)	1
5 - Service Call	7
6 - Good Intent Call	16
7 - False Alarm & False Call	3
Total Responses	82

Figure 1. Incident Responses by Month 2019-2023

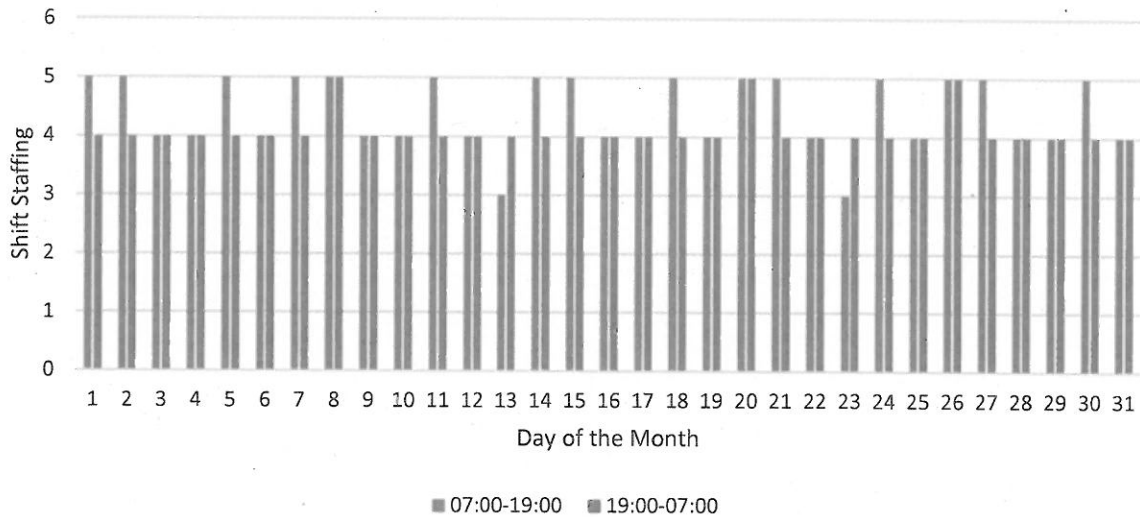


Staffing and Deployment

During the month of December ECFR maintained a 90th percentile shift staffing level of five personnel during the day (07:00-19:00) and 4 personnel at night (19:00-07:00). Station 94 was unstaffed twice during the day (19:00-07:00) during the month and as such its availability of response from this station

was 96.67% (in comparison with 100% availability from Station 91). No incidents within the ECFR response area where the engine or squad from this station would have been first due were impacted. Daily shift staffing is illustrated in Figure 2.

Figure 2. January Daily Shift Staffing



Shift staffing is predominantly impacted by members using paid leave, part-time vacancies, and part-time personnel who are not yet fully qualified to fill a shift position.

Shift Reports

A Shift/Captain Burch: A shift is continuing to address issues at station 94. We have had contractors in to address the mold issue and will be scheduling an electrician to come out and get our exterior lights in working order. Having a probationary full time and part time firefighter on shift, we are continually in training mode. FF Wyman is nearly done with his task book and has been working on officer development. FF Valencia just finished his EVIP training and we are working on driver-operator training.

B Shift/Captain Troutman: B shift has focused on training and station maintenance this January. We have been working with our new PT FF Jacob Dobbins to get him ready for the line. FF Dobbins has completed his EVIP training and is currently waiting on his Washington State EMT certification; he should be ready to staff Station 94 when he receives it. FF Allen has been working to schedule additional EMT training for members on supraglottic airways; this will allow all members to use the I-gel for an advanced airway, he has also procured tourniquets for our EMS kits. B shifts yearly AHA CPR is scheduled February 23, thank you FF Allen for setting this up. FF Sorensen has done an excellent job of getting FF Dobbins his initial fire training and task book sign offs while I was on vacation. FF Sorensen is also working with Captain Burch on the Station 94 mold issue. Station 91 maintenance issues were identified by crews and most have been corrected.

C Shift/Captain Hazlet: The Station 92 issues that were identified during the inspection have been resolved. We are currently working through the issues at station 93. This is a multi-layer project that will

require additional time. An electrician from Prairie Electric is scheduled to begin addressing the lighting issues at station 93 on Thursday February 9th. This will likely take multiple days as there are several different issues. Clear View Home Inspections completed the mold test and a report was generated. I am in the process of obtaining 3 bids for gutter replacement. EVIP rodeo was completed on 1/28. Six employees completed the training in the Squad, Engine and Tender. This was the initial EVIP rodeo for two of the employees. We are continuing to refurbish the utility trailer and make it safe for use.

Programs and Projects

Assistance to Firefighters Grant: Firefighter John Prasch and I have completed the Assistance to Firefighters Grant (AFG) request for grant funding related to two projects: 1) Source capture diesel exhaust extraction systems for Stations 91, 93, and 94 and 2) Training all full-time firefighters as Blue Card Incident Commanders, training an additional Blue Card instructor, and purchase of the hardware and software for an in-house command training center to conduct this training.

Part-Time Firefighter Recruitment: I have developed a preliminary format for new hire panel interviews using panel members representing our full-time, part-time, and volunteer members in advance of an executive interview with the fire chief. This panel interview will use a behavioral interviewing format and will focus on the districts values and culture as well as the technical aspects of the particular position that the person has applied for. In addition, I have developed an advertisement for part-time firefighter recruitment and will be working with Portland Community College to provide information regarding our open recruitment to their students (advertisement attached).

On January 26th I met with Battalion Chief Melanie Kinne and Lieutenant Tiffany Andrews-Rost to discuss recruitment strategies (volunteer, part-time, and full-time) with an emphasis on recruitment of female as well as male applicants. Melanie, Tiffany and I worked together in Gresham and Melanie is now a battalion chief with Clackamas County Fire District 1 and Melanie is one of the lieutenants on Engine 73/Hazmat 3 in Gresham, both have significant experience in this area.

Personnel & Staff Assignments: I am nearing completion of one-on-one meetings with each member of the district and have begun the process of qualitative analysis of the input that our members have provided. If successful in completing these interviews within the next several weeks, I will provide the board with a report on the findings of this analysis at their next meeting (first meeting in March at the latest).

Examining assignment for programs and projects and discussing these assignments with the captains, we have identified that there is considerable fragmentation and a lack of accountability resulting from unclear expectations for program and project management. I am meeting with the captains and Assistant Chief Jacobs this week to develop a plan to improve coordination and accountability. I will have an update for the board at their next meeting.

Station 94 and Station 93 Mold Mitigation: In December Chief Carnes received a report of a potential mold condition at Station 94 and I tasked Captain Burch (who is assigned responsibility for this station) to have this condition assessed and determine a plan for remediation. Assessment was completed,

identifying significant mold issues in the area of the water heater and kitchen. Captain Burch obtained one bid from Paul Davis Restoration for remediation of both areas in the amount of \$14,692.72. Consistent with procurement requirements, Captain Burch has been tasked with obtaining two additional written bids, prior to submitting a purchase request for this project.

Shortly after investigation of the mold condition at Station 94, I received a report of a similar condition at Station 93 and tasked Captain Hazlett (who is assigned responsibility for this station) with investigating this situation and developing a plan for remediation in coordination with Captain Burch to minimize duplication of effort. Investigation determined that there is significant mold in the east side of the living quarter's areas of the station due to water infiltration from the exterior. This is likely due to deterioration of gutters, downspouts, and caulking of windows and other penetrations of the building envelope in this area as well as a prior water pipe break in the same area some years ago.

Other Station Maintenance: Station safety inspections in December and January identified multiple maintenance issues which have been assigned to the captains responsible for each facility. Good progress is being made in correcting a majority of these issues. One area that will require further work is the inconsistent operation of the station alerting system at Station 94 (previous efforts to have CRESA and Day Wireless (radio maintenance contractor) solve this problem have been unsuccessful). I will be meeting with Mark Horst, retired IT manager from Clackamas County Fire District 1 to discuss this issue this week. He has considerable experience in addressing this type of technological issue and may be able to point us in the right direction.

Apparatus and Equipment Assessment: I have gained considerable ground in the apparatus and equipment assessment project and have produced equipment inventories for Engine 93 and Water Tender 93 to serve as a sample for members completing equipment inventories for all other apparatus. I anticipate that the working group for this project will be established and hard at work before the end of the month.

Regional Relationships: Commissioner Martin, Commissioner Taggart and I met with Mayor Steve Hogan and City Administrator Doug Quinn on January 24th and had a great discussion regarding the relationship between the city and the district. We will be meeting with the elected officials from Washougal this week.

East County Fire and Rescue receives emergency medical services ongoing training and evaluation from Camas Washougal Fire Department as part of the ambulance service interlocal agreement. I will be meeting with Chiefs Cliff Free and Shaun Ford late this week to discuss the emergency medical service ongoing training and evaluation program (EMS OTEP) and how we can improve its effectiveness in meeting the needs of our members.

I met with Chief Chris Fuller and Captain Mike Clapp of Skamania County Fire District 4 to discuss automatic and mutual aid response along with joint training opportunities. We will be continuing these discussions and I will be visiting with District 4 members on several of their upcoming training nights to reinforce this relationship.

Command Training: Assistant Chief Jacobs is signed up for the Blue Card on-line incident command training program and will work with Chief Hartin to schedule a mutually agreeable time to complete the simulation lab required to certify as a Blue Card Type IV Incident Commander. When this has been completed all ECFR officers will be certified incident commanders. As noted earlier in this report, we have applied for a grant to extend this training and certification to all firefighters who do or may act in capacity as an officer.

Attached: *Station 93 Mold Report*

Clear View Home Inspections LLC
Marcel DeHart, CPI
2120 NW Fargo Loop
Camas, WA 98607 USA
(425) 628-7501



Eurofins EMLab P&K

www.MoldREPORT.com

info@MoldREPORT.com

Approved by:

Dates of Analysis:

MoldReport Spore trap: 02-03-2023 and 02-03-2023

A handwritten signature in blue ink that reads "Marisa Braziel".

Technical Manager
Marisa Braziel

Service SOPs: MoldReport Spore trap (EM-MY-S-1038)
AIHA-LAP, LLC accredited service, Lab ID #178599

All samples were received in acceptable condition unless noted in the Report Comments portion in the body of the report. Due to the nature of the analyses performed, field blank correction of results is not applied. The results relate only to the samples as received and tested. Information supplied by the client which can affect the validity of results: sample air volume.

The analytical sensitivity is the spores/m³ divided by the raw count, expressed in spores/m³, per spore and per sample.

Eurofins EMLab P&K ("the Company") shall have no liability to the client or the client's customer with respect to decisions or recommendations made, actions taken or courses of conduct implemented by either the client or the client's customer as a result of or based upon the Test Results. In no event shall the Company be liable to the client with respect to the Test Results except for the Company's own willful misconduct or gross negligence nor shall the Company be liable for incidental or consequential damages or lost profits or revenues to the fullest extent such liability may be disclaimed by law, even if the Company has been advised of the possibility of such damages, lost profits or lost revenues. In no event shall the Company's liability with respect to the Test Results exceed the amount paid to the Company by the client therefor.

Client: Clear View Home Inspections LLC

Contact: Marcel DeHart, CPI
 Project: 121 NE 312th Ave Washougal; 3 air sample for mold
 Date of Sampling: 01-31-2023
 Date of Receipt: 02-01-2023
 Date of Report: 02-03-2023

MoldREPORT

Eurofins EMLab P & K
 19515 North Creek Pkwy N, #100, Bothell, WA 98011
 (866) 888-6653 Fax (623) 780-7695

Laboratory Results**MoldREPORT: Spore Trap Analysis**

Location:	34576512: Rear bedroom		34576522: Front Bedroom		34576523: Outside Front Door	
Comments (see below)	None		None		None	
Lab ID-Version‡:	15235318-1		15235319-1		15235320-1	
Analysis Date:	02/03/2023		02/03/2023		02/03/2023	
Spore types detected:	raw ct.	per m3	raw ct.	per m3	raw ct.	per m3
Aureobasidium	-	-	-	-	-	-
Basidiospores	1	53	3	160	3	160
Chaetomium	-	-	1	13	-	-
Cladosporium	10	530	10	530	-	-
Fusarium	-	-	-	-	-	-
Penicillium/Aspergillus types	161	8,600	131	47,000	1	53
Stachybotrys	40	530	16	210	-	-
Trichoderma	-	-	-	-	-	-
Ulocladium	-	-	-	-	-	-
Others	2	110	1	53	1	53
	§ Total:		48,000		270	
Additional Information:						
Hyphal fragments	320		210		-	
Skin cells	80 - 4,000		80 - 4,000		13 - 67	
Pollen	< 13		< 13		< 13	
Background debris (1-4)†	2		2		1	
Limit of detection	13		13		13	
Sample volume (liters)	75		75		75	

Comments:

Basidiospores (basidiomycetes): Basidiospores are extremely common outdoors and originate from fungi in gardens, forests, and woodlands. It is rare for the source of basidiospores to be indoors. However, basidiospores may be an indicator of wood decay.

Cladosporium: One of the most commonly found molds outdoors and frequently found growing indoors. Spores from Cladosporium are generally present in outdoor and indoor air, even in relatively clean, mold-growth-free, indoor environments. Levels vary based upon activity levels, weather conditions, dustiness, outside air exchange rates, and other factors.

Penicillium/Aspergillus types: Penicillium and Aspergillus are among the most common molds found growing both indoors and outdoors (even in relatively clean, mold-growth-free, indoor environments). Levels vary based upon activity levels, dustiness, weather conditions, outside air exchange rates, and other factors.

Stachybotrys and other marker types: Certain types of mold, such as Aureobasidium, Chaetomium, Fusarium, Trichoderma, and Ulocladium, are generally found in very low numbers outdoors. Consequently their presence indoors, even in relatively low numbers, is often an indication that these molds are originating from growth indoors. When present, these mold types are often the clearest indicator of a mold problem.

Others: Molds in the "Others" category are generally found outdoors in moderate numbers, and are therefore not considered markers of indoor growth.

‡ A "Version" indicated by "-x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

† Background debris is an indication of the amounts of non-biological particulate matter present on the slide (dust in the air) and is graded from 1 to 4 with 4 indicating the largest amounts.

The analytical sensitivity is the spores/m³ divided by the raw count, expressed in spores/m³, per spore and per sample.

§ Total has been rounded to two significant figures to reflect analytical precision.

Clear View Home Inspections LLC
Marcel DeHart, CPI
2120 NW Fargo Loop
Camas, WA 98607 USA
(425) 628-7501



Eurofins EMLab P&K

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info@MoldREPORT.com

Approved by:

Dates of Analysis:

MoldReport Spore trap: 02-03-2023 and 02-03-2023

Technical Manager
Marisa Braziel

Service SOPs:

MoldReport Spore trap (EM-MY-S-1038)†

†AIHA-LAP, LLC accredited service, Lab ID #178599

All samples were received in acceptable condition unless noted in the Report Comments portion in the body of the report. Due to the nature of the analyses performed, field blank correction of results is not applied. The results relate only to the samples as received and tested. Information supplied by the client which can affect the validity of results: sample air volume.

Eurofins EPK Built Environment Testing, LLC ("the Company") shall have no liability to the client or the client's customer with respect to decisions or recommendations made, actions taken or courses of conduct implemented by either the client or the client's customer as a result of or based upon the Test Results. In no event shall the Company be liable to the client with respect to the Test Results except for the Company's own willful misconduct or gross negligence nor shall the Company be liable for incidental or consequential damages or lost profits or revenues to the fullest extent such liability may be disclaimed by law, even if the Company has been advised of the possibility of such damages, lost profits or lost revenues. In no event shall the Company's liability with respect to the Test Results exceed the amount paid to the Company by the client therefor.

Client: Clear View Home Inspections LLC

Contact: Marcel DeHart, CPI

Project: 121 NE 312th Ave Washoiugal; 3 air sample for mold

Date of Sampling: 01-31-2023

Date of Receipt: 02-01-2023

Date of Report: 02-03-2023

MoldREPORT

Eurofins EMLab P & K

19515 North Creek Pkwy N, #100, Bothell, WA 98011

(866) 888-6653 Fax (623) 780-7695

Table of Contents

Thank you for choosing MoldREPORT™ from Eurofins EMLab P&K. Our mission is to provide industry leadership for the assessment of mold in the home indoor environment.

Your MoldREPORT™ is designed and intended for use by professional inspectors in office and residential home inspections to help in the assessment of mold growth in the living areas sampled by professional inspectors. Our laboratory analysis is based on the samples submitted to Eurofins EMLab P&K. Please read the entire report to fully understand the complete MoldREPORT™ process. The following is a summary of the report sections:

- 1. Detailed Results of Sample Analysis** - Laboratory results from the samples collected at the site.
- 2. Understanding Your Sample Analysis Results** - Detailed summary of how to understand the analytical results from the air samples and/or surface samples including interpretive guidelines.
- 3. Important Information, Terms and Conditions** - General information to help you understand and interpret your MoldREPORT™, including important terms, conditions and applicable legal provision relating to this report.
- 4. Scope and Limitations** - Important information regarding the scope of the MoldREPORT™ system, and limitations of mold inspection, air sampling, and surface sampling.
- 5. Glossary** - Definitions and descriptions of frequently used terms and commonly found mold.
- 6. References and Resources** - Literature, websites, and other materials that can provide more in-depth information about mold and indoor air quality.

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Eurofins EPK Built Environment Testing, LLC

EMLab ID: 3150725, Page 2 of 16

Client: Clear View Home Inspections LLC
 Contact: Marcel DeHart, CPI
 Project: 121 NE 312th Ave Washoiugal; 3 air sample for mold
 Date of Sampling: 01-31-2023
 Date of Receipt: 02-01-2023
 Date of Report: 02-03-2023

MoldREPORT
 Eurofins EMLab P & K
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 (866) 888-6653 Fax (623) 780-7695

Summary of Sample Analysis Results

Do not take any action based on the results of this report until you have read the entire report.

Air Sample Summary:

The MoldSCORE™ was in the HIGH range for the following area(s): 34576512, 34576522. A high MoldSCORE™ indicates a high likelihood of mold growth in the area tested at the time of the inspection. If mold growth is in fact present, it should be cleaned or physically removed using appropriate controls and precautions by a trained professional and any associated water source that led to the problem should also be corrected.

Please see the sections titled "Detailed Results of the Air Sample Analysis" and "Understanding Your Air Sample Analysis Results" for important additional information.

Location	MoldSCORE™				Exposure Level					
	Lower		Higher	Mold	Lower		Higher	Location	Outside	
	<110	200	300	Score	<200	1K	10K	>70K	spores/m3	spores/m3
34576512: Rear bedroom * see p. 4 for details				300					9,800	270
34576522: Front Bedroom * see p. 5 for details				300					48,000	270

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Detailed Results of the Air Sample Analysis

Location Lab ID-version: ‡ 15235318-1 34576512: Rear bedroom	Overall Mold Source Assessment* (Likelihood spores originated inside)			Overall Exposure Level (Shown on a log scale)				Outside ‡15235320-1	
	Lower <110	Higher 200	Mold Score 300	Lower <200	Higher 1K	Location 10K	Higher >70K	Location spores/m ³ raw ct	Outside spores/m ³ raw ct
			300			9,800	214	270	5

Indicators of Mold Growth Indoors

A) <i>Penicillium/Aspergillus</i> types***	Indicator Mold Source Assessment* (Likelihood spores originated inside)			Indicator Exposure Level (Shown on a log scale)				Outside	
	Lower <110	Higher 200	Mold Score 300	Lower <200	Higher 1K	Location 10K	Higher >70K	Location spores/m ³ raw ct	Outside spores/m ³ raw ct
			300			8,600	161	53	1
B) <i>Cladosporium</i> species spores			134			530	10	< 13	0
C) Basidiospores			103			53	1	160	3
D) "Marker" spore types*** 1) <i>Stachybotrys</i>			300			530	40	< 13	0
E) "Other" spore types***,**** 1) Smuts, <i>Periconia</i> , Myxomycetes			111			53	1	< 13	0

Other Sample Information

Sample clarity & visibility

	Good	Moderate	Poor
Location		X	
Outside	X		

"Good" = background debris is light enough to pose no difficulty in analyzing air samples.
 "Poor" = background debris so heavy that it poses a significant difficulty in analyzing the air sample accurately. Results are most likely lower limits.

Other "normal trapping" spores***

Exposure Level (Highly unlikely to be from indoors)				Location				Outside	
Lower <200	Higher 1K	Location 10K	Higher >70K	Location spores/m ³ raw ct	Location spores/m ³ raw ct	Location spores/m ³ raw ct	Location spores/m ³ raw ct	Outside spores/m ³ raw ct	
		53	1	53	1	53	1	53	
Sample volume (liters)								75	75

Comments

Location	None
Outside	None

* Rated on a scale from low to high. A MoldSCORE™ rating of <150 is low and indicates a low probability of spores originating inside. A MoldSCORE™ rating of >250 is high and indicates a high probability that the spores originated from inside, presumably from indoor mold growth. A MoldSCORE™ between 150 and 250 indicates a moderate likelihood of indoor fungal growth. Eurofins EMLab P&K's MoldSCORE™ analysis is NOT intended for wall cavity samples. It is intended for ambient air samples in residences. Using the MoldSCORE™ analysis on other samples (like wall cavity samples) will lead to misleading results.

** The spores of *Penicillium* and *Aspergillus* (and others such as *Acremonium* and *Paecilomyces*) are small and round with very few distinguishing characteristics. They cannot be differentiated by spore trap sampling methods. Also some species with very small spores are easily missed, and may be undercounted. The *Penicillium/Aspergillus* indicator operates on the assumption that the majority of the spores in this category are, in fact, *Penicillium* or *Aspergillus*.

*** The spores reported in this category come from many different mold types. As a result, the mold types represented by the counts for the "Location" sample may be different than the mold types represented by the counts for the outside sample. The totals shown are the summation of the rounded values for the spores types in the category and may contain more than two significant figures.

**** The spores of smuts, *Periconia*, and myxomycetes look similar and cannot generally be distinguished by spore trap analysis. Smuts are plant pathogens and are not likely to be on indoor surfaces. *Periconia* is rarely found growing indoors. However, myxomycetes, the spores of which look similar, can occasionally grow indoors. Because there is a small probability of indoor sources, these spore types are indicated in the "other" spore types category. False positives may result if the spores are smuts, not myxomycetes.

‡A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Total spores/m³ has been rounded to two significant figures to reflect analytical precision.

The analytical sensitivity is the spores/m³ divided by the raw count, expressed in spores/m³, per spore and per sample.

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EMLab ID: 3150725, Page 4 of 16

Client: Clear View Home Inspections LLC

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MoldREPORT

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 19515 North Creek Pkwy N, #100, Bothell, WA 98011
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Detailed Results of the Air Sample Analysis

Location Lab ID-version: ‡ 15235319-1 34576522: Front Bedroom	Overall Mold Source Assessment* (Likelihood spores originated inside)				Overall Exposure Level (Shown on a log scale)				Outside ‡15235320-1			
	Lower <110	200	Higher 300	Mold Score	Lower <200	1K	10K	Higher >70K	Location spores/m ³	raw ct	Location spores/m ³	raw ct
				300					48,000	162	270	5

Indicators of Mold Growth Indoors

A) <i>Penicillium/Aspergillus</i> types*** B) <i>Cladosporium</i> species spores C) Basidiospores D) "Marker" spore types*** 1) <i>Stachybotrys</i> 2) <i>Chaetomium</i> E) "Other" spore types***,**** 1) Other brown	Indicator Mold Source Assessment* (Likelihood spores originated inside)				Indicator Exposure Level (Shown on a log scale)				Outside			
	Lower <110	200	Higher 300	Mold Score	Lower <200	1K	10K	Higher >70K	Location spores/m ³	raw ct	Location spores/m ³	raw ct
				300					47,000	131	53	1
				134					530	10	< 13	0
				115					160	3	160	3
				294					223	17	< 13	0
				121					53	1	< 13	0

Other Sample Information

Sample clarity & visibility

	Good	Moderate	Poor
Location		X	
Outside	X		

"Good" = background debris is light enough to pose no difficulty in analyzing air samples.
 "Poor" = background debris so heavy that it poses a significant difficulty in analyzing the air sample accurately. Results are most likely lower limits.

Other "normal trapping" spores***

Exposure Level (Highly unlikely to be from indoors)				Location		Outside	
Lower <200	1K	10K	Higher >70K	spores/m ³	raw ct	spores/m ³	raw ct
				< 13	0	53	1
Sample volume (liters)				75		75	

Comments

Location	None
Outside	None

* Rated on a scale from low to high. A MoldSCORE™ rating of <150 is low and indicates a low probability of spores originating inside. A MoldSCORE™ rating of >250 is high and indicates a high probability that the spores originated from inside, presumably from indoor mold growth. A MoldSCORE™ between 150 and 250 indicates a moderate likelihood of indoor fungal growth. Eurofins EMLab P&K's MoldSCORE™ analysis is NOT intended for wall cavity samples. It is intended for ambient air samples in residences. Using the MoldSCORE™ analysis on other samples (like wall cavity samples) will lead to misleading results.

** The spores of *Penicillium* and *Aspergillus* (and others such as *Acremonium* and *Paecilomyces*) are small and round with very few distinguishing characteristics. They cannot be differentiated by spore trap sampling methods. Also some species with very small spores are easily missed, and may be undercounted. The *Penicillium/Aspergillus* indicator operates on the assumption that the majority of the spores in this category are, in fact, *Penicillium* or *Aspergillus*.

*** The spores reported in this category come from many different mold types. As a result, the mold types represented by the counts for the "Location" sample may be different than the mold types represented by the counts for the outside sample. The totals shown are the summation of the rounded values for the spores types in the category and may contain more than two significant figures.

**** The spores of smuts, *Periconia*, and myxomycetes look similar and cannot generally be distinguished by spore trap analysis. Smuts are plant pathogens and are not likely to be on indoor surfaces. *Periconia* is rarely found growing indoors. However, myxomycetes, the spores of which look similar, can occasionally grow indoors. Because there is a small probability of indoor sources, these spore types are indicated in the "other" spore types category. False positives may result if the spores are smuts, not myxomycetes.

‡A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

Total spores/m³ has been rounded to two significant figures to reflect analytical precision.
 The analytical sensitivity is the spores/m³ divided by the raw count, expressed in spores/m³, per spore and per sample.

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Client: Clear View Home Inspections LLC

Contact: Marcel DeHart, CPI

Project: 121 NE 312th Ave Washougal; 3 air sample for mold

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MoldREPORT

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(866) 888-6653 Fax (623) 780-7695

Understanding Your Air Sample Analysis Results

Description of the Air MoldREPORT™ Analysis

Mold spores are present in virtually all environments, both indoors and outdoors, with a few notable exceptions such as industrial clean rooms and hospital organ transplant rooms. Generally, in "normal" or "clean" indoor environments, indoor spore levels are lower, on average, than outdoor levels. However, even the most simple rules (such as "inside/outside" ratios) are not always appropriate for determining whether there is a source of mold growth indoors, and may provide false or misleading results. One reason these simple methods do not always work is because both outdoor and indoor spores levels vary widely due to factors such as weather conditions and activity levels within the room. For example, even in a "normal" home, spore levels can be higher than outdoors at certain times, such as after vacuuming (when airborne indoor levels could be unusually high) or after a heavy snow (when outdoor levels could be unusually low).

MoldREPORT™ is designed and intended to provide an easily understood report for residential home inspections to help in the assessment of mold growth in the living areas sampled. MoldREPORT™ relies on non-invasive and non-destructive tests, so it cannot guarantee that hidden mold problems will be detected and reported. MoldREPORT™ results apply only to the rooms or areas tested, at the time of sampling. Factors taken into consideration include, but are not limited to, the distribution of spore types, absolute levels inside and outside, relative levels inside and outside, the range and variation of spore levels that normally occur outside, and the types of spores present.

Providing you with a helpful, understandable and top quality interpretation requires special expertise. Eurofins EMLab P&K recognizes this and has taken the following steps to provide the best possible interpretation of your air sampling results.

1. Your samples were analyzed by Eurofins EMLab P&K,
2. We utilize the proprietary MoldREPORT™ analysis system, which was developed by a team including leading professionals in the indoor air quality (IAQ) industry.

MoldSCORE™

The MoldSCORE™ indicates the likelihood, based upon the air sample laboratory data, that there is unusual or excessive mold growth in the properly sampled indoor area(s). It is calculated using Eurofins EMLab P&K's proprietary MoldREPORT™ system, based upon the indicator scores described in the following paragraphs. When the on-site inspection and sampling are done properly, MoldREPORT™ is less likely to give false results than other, simpler methods of interpretation often employed for routine home inspections, such as ratio analysis. It is important to bear in mind that any analytical method, findings, and interpretation should be used with a degree of caution and common sense. Any decisions related to health should be made in consultation with a medical doctor, and nothing in this report is intended to provide medical advice or indicate whether a medical or safety problem exists.

Descriptions of the indicators:**Quantity and concentration of *Penicillium/Aspergillus* spore types**

This score indicates the likelihood that spores of *Penicillium* or *Aspergillus* present in the indoor sample originated from indoor sources. A high score suggests that there is a high probability that *Penicillium* or *Aspergillus* is originating indoors, such as from active mold growth. A low score indicates that the spores present are more likely to have originated from outdoor sources and come inside through doors and windows, carried in on people's clothing, or similar methods. *Penicillium* and *Aspergillus* are among the most common molds found growing indoors and are one of the more commonly found molds outside as well. Their spores are frequently present in both outdoor and indoor air, even in relatively clean, mold-growth-free, indoor environments. Additionally, their levels vary significantly based upon activity levels, dustiness, weather conditions, outside air exchange rates, and other factors.

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Understanding Your Air Sample Analysis Results (continued)

Quantity and concentration of *Cladosporium* spores

This score indicates the likelihood that spores of *Cladosporium* present in the indoor sample originated from indoor sources. A high rating indicates that there is probably a source of *Cladosporium* spores in this location. *Cladosporium* is one of the most commonly found molds outdoors and is also frequently found growing indoors. Even more so than *Penicillium* and *Aspergillus*, spores from *Cladosporium* are generally present in outdoor and indoor air, even in relatively clean, mold-growth-free, indoor environments. Its levels also vary based upon activity levels, weather conditions, dustiness, outside air exchange rates, and other factors.

Quantity and concentration of basidiospores

This score indicates the likelihood that basidiospores present in the indoor sample originated from indoor sources. Basidiospores are extremely common outdoors and originate from fungi in gardens, forests, and woodlands. It is rare for the source of basidiospores to be indoors because basidiospores are produced by a group of fungi that includes mushrooms and other "macrofungi" (and are not technically molds). Their concentrations can be extremely high outdoors during wet conditions such as rain. Nevertheless, in certain conditions basidiospores can be produced indoors, and a high rating indicates that there is probably a source of basidiospores indoors. One reason basidiospores are important is that they can be an indicator of wood decay (e.g. "dry rot"), a condition that can dramatically reduce the structural integrity of a building.

Quantity and concentration of "marker" spore types

This score indicates the likelihood that certain distinctive types of mold present in the indoor sample originated from indoor sources. Certain types of mold are generally found in very low numbers outdoors. Consequently, their presence indoors, even in relatively low numbers compared to *Penicillium*, for example, is often an indication that these molds are originating from growth indoors. When present, these mold types are often the clearest indicator of a mold problem. Note, however, that the absence of marker spore types does not mean that a mold problem does not exist in a house; it just means that if a problem is present, it either involves types of mold that are more commonly found both indoors and outdoors, or that the spores from these molds were not airborne at the time of sampling.

Quantity and concentration of "other" spore types

This score indicates the likelihood that other types of mold present in the indoor sample originated from indoor sources. This score includes a heterogeneous group of genera that are not covered by any of the scores discussed above, and so it is difficult to make generalizations about this group. Molds in the "other" category are generally found outdoors in moderate numbers, and are therefore not considered markers of indoor growth. They are frequently found indoors but in lower numbers compared to *Cladosporium* and *Penicillium/Aspergillus* spores.

Other Sample Information:

Sample clarity and visibility

Air samples collect dirt and debris in addition to mold spores. Higher levels of debris make analysis more difficult, because they obscure the analyst's view of spores and can therefore lead to undercounting of the mold spores present. When sample clarity and visibility is rated "poor", the analytical results should be regarded as minimal and actual counts may be higher than reported.

Other "normal trapping" spores

Some molds do not grow on wet building materials and, consequently, are not usually indicative of building problems, or growth on building surfaces. Strict plant pathogens, for example, even if present in high numbers indoors, are not an indication of a building leak or mold growth on a wall or carpet. This section of the report focuses on the exposure level that may be due to these spore types.

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Understanding Your Air Sample Analysis Results (continued)

Sample volume

The "sample volume" indicates the volume of air sampled and is reported in liters. A high volume indicates a greater sensitivity, but is more likely to result in poor sample clarity and visibility. A low volume is more likely to have good sample clarity and visibility, but has less sensitivity.

Comments

This is where analysts can comment on unusual details or add additional information that is not captured by the other areas of the air sampling report.

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Interpretive Guidelines to MoldSCORE™ Levels

MoldSCORE™ Level: LOW

A low MoldSCORE™ indicates the air sample did not detect, relative to the outside air, the presence of indoor mold growth in this room at the time of sampling. This result, by itself, is evidence for, but does not prove, the absence of indoor mold growth in the location sampled.

Mold is a living organism that can grow very rapidly under certain conditions. If any portion of the room tested is, or has been, damp for an extended period since the time of testing, the likelihood of mold growth may have increased substantially since the time of the inspection.

MoldSCORE™ Level: MODERATE

The air sampling MoldSCORE™ indicated the possibility of mold growth indoors. Generally, a MODERATE level means that the results are inconclusive, and suggests that a more detailed inspection may make sense if there are any other reasons to believe that mold growth could be a problem in this location. Indoor mold growth is a possibility, but was not confirmed in the areas sampled at the time of the inspection. Factors such as recent cleaning, HVAC cycles, high winds, rain, or other indoor or outdoor conditions could have contributed to a MODERATE result in the absence of indoor mold growth. If mold growth is found, regardless of the magnitude of the growth, it is recommended that the growth be physically removed using appropriate controls and precautions. If mold has been located and removed, it is also important to identify and correct the source of moisture or dampness that allowed the mold to grow. If the affected area becomes moist again, mold growth will occur again. We recommend that you consult a professional if you are not familiar with how to locate and safely remove mold growth or how to identify and correct moisture problems that may exist.

Mold is a living organism that can grow very rapidly under certain conditions. If any portion of the room tested is, or has been, damp for an extended period since the time of testing, the likelihood of mold growth may have increased substantially since the time of the inspection.

MoldSCORE™ Level: HIGH

The air sampling MoldSCORE™ indicated a high likelihood of mold growth in the area tested at the time of the inspection. This result is NOT necessarily an indication that any such mold growth was extensive. If mold growth is found, regardless of the magnitude of the growth, it is recommended that the growth be physically removed using appropriate controls and precautions. If mold has been located and removed, it is also important to identify and correct the source of moisture or dampness that allowed the mold to grow. If the affected area becomes moist again, mold growth will occur again. We recommend that you consult a professional if you are not familiar with how to locate and safely remove mold growth or how to identify and correct moisture problems that may exist.

Health concerns

Neither this report nor any MoldSCORE™ rating is intended to provide medical advice, nor shall it be interpreted as an indicator of potential medical or safety problems. If you have concerns or questions relating to your health, please contact your physician for advice.

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Important Information, Terms and Conditions Relating to your MoldREPORT™

The study and understanding of molds is a progressing science. Because different methods of sampling, collection and analysis exist within the indoor air quality industry, different inspectors or analysts may not always agree on the mold concentrations present in a given environment. Additionally, the airborne levels of mold change frequently and by large amounts due to many factors including activity levels, weather, air exchange rates (indoors), and disturbance of growth sites. It is possible for report interpretations and ranges of accuracy to vary since comprehensive, generally accepted industry standards do not currently exist for indoor air quality inspections of mold in residential indoor environments. MoldREPORT™ is intended to provide an analysis based upon samples taken at the site at the time of the inspection. Mold levels can and do change rapidly, especially if home building materials or contents remain wet for more than 24 hours, or if they are wet frequently. MoldREPORT™ is not intended to provide medical or healthcare advice. All allergy or medical-related questions and concerns, including health concerns relating to possible mold exposure, should be directed to a qualified physician. If this report indicates scores that are higher than in typical indoor living spaces relative to the outdoor environment, or indicates any findings that are of concern to you, further evaluation by a trained mold professional or a Certified Industrial Hygienist (CIH) may be advisable.

Warranties, legal disclaimers and limitations

MoldREPORT™ is designed and intended for use only in residential home inspections to help in the assessment of mold growth in the living areas sampled. Our laboratory analysis and report are based on the samples submitted to Eurofins EMLab P&K. The inspection(s) and sampling should be performed only by a licensed and professional home inspector, environmental mold specialist, industrial hygienist or residential appraiser trained and qualified to conduct mold inspections in residential buildings. Client agrees to these conditions for the on-site project inspection.

This MoldREPORT™ is generated by Eurofins EMLab P&K at the request of, and for the exclusive use of, the Eurofins EMLab P&K client named on this report. The analysis of the test samples is performed by Eurofins EMLab P&K. Eurofins EMLab P&K's policy is that reports and test results will not be released to any third party without prior written consent from Eurofins EMLab P&K's client. This report applies only to the samples taken at the time, place and location referenced in the report and received by Eurofins EMLab P&K, and to the property and weather conditions existing at that time only. Please be aware, however, that property conditions, inspection findings and laboratory results can and do change over time relative to the original sampling due to changing conditions, the normal fluctuation of airborne mold, and many other factors. Client and reader are advised that Eurofins EMLab P&K does not furnish, and has no responsibility for, the inspector or inspection service that performs the inspection or collects the test samples. It is the responsibility of the end-user of this report to select a properly trained professional to conduct the inspection and collect appropriate samples for analysis and interpretation by MoldREPORT™. None of Eurofins EMLab P&K, Eurofins EMLab P&K or their affiliates, subsidiaries, suppliers, employees, agents, contractors and attorneys (each an "Eurofins EMLab P&K-related party") are able to make and do not make any determinations as to the safety or health condition of a property in this report. The client and client's customer are solely responsible for the use of, and any determinations made from, this report, and no Eurofins EMLab P&K-related party shall have any liability with respect to decisions or recommendations made or actions taken by either the client or the client's customer based on the report.

Except as expressly provided for hereunder, each Eurofins EMLab P&K-related party hereby expressly disclaims any and all representations and warranties of any kind or nature, whether express, implied or statutory, related to the testing services or this report. Additionally, neither this report nor any Eurofins EMLab P&K-related party make any express or implied warranty or guarantee regarding the inspection or sampling done by the inspector, the qualifications, training or sampling methodology used by the inspector performing the sampling and inspection reported herein, or the accuracy of any information provided to any Eurofins EMLab P&K-related party serving as a basis for this report. Eurofins EMLab P&K reserves the right to change its scoring method at any time without notice. Eurofins EMLab P&K reserves the right to dispose of samples two weeks after analysis unless otherwise specified by the client. If the client chooses to have Eurofins EMLab P&K continue to retain the samples after this two week period, the client must provide written notification to Eurofins EMLab P&K of this request. Eurofins EMLab P&K reserves the right to charge for the additional sample storage.

In no event will any Eurofins EMLab P&K-related party be liable for any special, indirect, incidental, punitive, or consequential damages of any kind regardless of the form of action whether in contract, tort (including negligence), strict product liability or otherwise, arising from or related to the testing services or this report. The aggregate liability of the Eurofins EMLab P&K-related parties related to or arising from this report, whether under contract law, tort law, warranty or otherwise, shall be limited to direct damages not to exceed the fees actually received by Eurofins EMLab P&K from the client for the report.

The invalidity or unenforceability, in whole or in part, of any provision, term or condition herein shall not invalidate or otherwise affect the enforceability of the remainder of these provisions, terms and conditions.

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Scope and Limitations of Report and Analysis

The scope of the MoldREPORT™ system is limited to Eurofins EMLab P&K's proprietary MoldSCORE™ analysis of the air and surface samples taken at the time of the inspection. Eurofins EMLab P&K cannot be liable, in any form of action, for any items that are not included within the scope of the MoldREPORT™ system.

MoldREPORT™ Inspection Limitations

MoldREPORT™ results are based upon mold air and surface samples. Mold surface samples are useful for confirming and identifying mold growth while air samples measure airborne mold levels.

This report provided by Eurofins EMLab P&K is based upon the assumption that the information provided by the inspector is true and correct, that a sufficient number of mold and air samples were collected at all the appropriate locations following proper inspection and sampling protocols, and that the mold samples collected represent normal conditions at the site sampled. Eurofins EMLab P&K is not able to, and cannot, guarantee the skill level or experience of the inspector performing the MoldREPORT™ inspection, nor can it guarantee that the samples have been properly collected at the site or are representative of normal conditions since many factors outside of Eurofins EMLab P&K's (and the inspector's) control can and do substantially affect mold levels. Consequently, Eurofins EMLab P&K cannot guarantee the accuracy of the interpretation provided herein. It is the responsibility of the inspector to insure that the mold samples were collected properly. MoldREPORT™ relies on non-invasive and non-destructive tests, so it cannot guarantee that hidden mold problems will be detected and reported. MoldREPORT™ results apply only to the rooms sampled, not to the entire building or any other rooms. It is the responsibility of the property owner, potential purchaser or other end-user of this report to select a properly trained and qualified inspector.

About Air Sample Sampling and Analysis

Eurofins EMLab P&K requires at least one outdoor air sample and one indoor air sample in order to make indoor/outdoor comparisons and assessments of airborne mold levels, which are an integral part of the Eurofins EMLab P&K MoldREPORT™ system. The indoor air samples taken can be representative of the airborne mold present in the area sampled. The analysis and interpretation of these air samples is proprietary and is based upon: relative levels of spores present, quantities and concentration of *Penicillium/Aspergillus* type spores, quantity and concentration of *Cladosporium* spores, quantity and concentration of basidiospores, quantity and concentration of "marker" spore types, quantity and concentration of "other" spore types, and the distribution of mold spore types. Spore identification is performed visually by trained analysts according to industry norms. Using visual identification, most mold spores lack sufficient distinguishing characteristics to allow for species identification, so the MoldREPORT™ analysis is generally performed at the genus level. Currently there are no generally-accepted protocols or regulations regarding air sampling for molds, in large part due to the inability of any single technique to provide a complete analysis of all mold spores and mold growth in an area. Air sampling for MoldREPORT™ can be performed using any standard "spore trap" method, which are also called "non-viable air sampling methods" because spore traps do not require the germination and growth of the spores before identification. Commonly used spore trap equipment for performing air sampling for mold includes Zefon Air-O-Cell™ Cassettes, Burkard™ samplers, and Allergenco™ samplers.

About Surface Sampling and Analysis

Surface sampling can be useful for differentiating between mold growth and stains, for identifying the type of mold growth present (if present), and, in some cases, identifying signs of mold growth in the vicinity. Although not required, surface sampling can improve the accuracy of the results and interpretation of the inspected environment if sampled correctly. Eurofins EMLab P&K accepts surface samples in the form of swabs, tapes, or bulks in order to perform a direct examination of a specific location. The MoldREPORT™ analysis system uses the direct examination data in addition to the MoldREPORT™ air sample analysis.

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Glossary

Background Debris - Material(s) found on the air sample other than mold spore(s) or mycelia. Examples include skin cells, insect parts, and fibers.

False Positive - A test result that incorrectly indicates mold growth, when in reality there is none. For example, an air sample test result indicating indoor mold growth, when no mold growth is actually present is a "False Positive."

False Negative - A test result that shows no mold growth, when in reality mold growth is present. For example, an air sample test result indicating no indoor mold growth, when mold growth is actually present.

Fungi - A kingdom that includes yeasts, molds, smuts, and mushrooms. Fungi are not animals, plants or bacteria, but their own kingdom.

HVAC - Heating, Ventilation, and Air Conditioning (HVAC) systems are possible reservoirs for mold growth.

IAQ - Indoor Air Quality (IAQ) is the main focus of Eurofins EMLab P&K and the majority of its customers.

Industrial Hygienist - A professional who monitors exposure to environmental factors that can affect human health. Examples of environmental factors include chemicals, heat, asbestos, noise, radiation, and biological hazards.

Marker Spores - Spore types, such as *Chaetomium* and *Stachybotrys*, that when found indoors, even in moderate numbers are an indication of indoor mold growth.

Note: This glossary is intended to provide general information about commonly occurring molds, and is not intended to be a complete source.

Alternaria:

Distribution: *Alternaria* is one of the most common molds and is abundant worldwide. This genus contains around 40 to 50 different species, only a few of which are commonly found indoors.

How it is spread: *Alternaria* spores are easily dispersed through the air by wind.

Where it is found outdoors: *Alternaria* is common outdoors in soil, dead organic debris, foodstuffs, and textiles. It is also a plant pathogen and is frequently found on dead or weakened plants.

Where it is found indoors: *Alternaria* can grow on a variety of substrates indoors when moisture is present.

Acremonium:

Distribution: *Acremonium* is a common mold, including about 80 to 90 different species.

How it is spread: *Acremonium* produces wet slimy spores and is normally dispersed through water flow or droplets, or by insects. Old dry *Acremonium* spores can sometimes be dispersed through the air by wind.

Where it is found outdoors: *Acremonium* is found in soil, on dead organic material and debris, hay, and foodstuffs.

Where it is found indoors: *Acremonium* can be found anywhere indoors, but requires very wet conditions in order to proliferate. The spores probably require active disturbance for release.

Aspergillus: (see *Penicillium/Aspergillus*)

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Glossary (continued)

Basidiospores:

Distribution: Basidiospores are produced by a very large and diverse group of fungi called basidiomycetes, which contains over 1000 different genera. This group includes many well-known macrofungi, such as mushrooms.

Basidiospores are often abundant in outdoor air and sometimes in indoor air.

How they are spread: Many types of basidiospores are actively released into the air during periods of high humidity or rain. Once the spores are expelled into the air, they are dispersed easily by wind.

Where they are found outdoors: Basidiomycetes are very common outdoors and can be found in gardens, forests, grasslands, and anywhere there is a substantial amount of dead organic material. They are also found on or near plants and some are known to be plant pathogens.

Where they are found indoors: Basidiospores found indoors typically come from outdoor sources and are carried inside by airflow or on clothing. Certain kinds of basidiomycetes can grow indoors, such as those that cause "dry rot", which can cause structural damage to wood. Occasionally, other basidiomycetes such as mushrooms can be found indoors, but this is not common. Generally, basidiomycetes require wet conditions for prolonged periods in order to grow indoors.

Bipolaris / Dreschlera:

Distribution: *Bipolaris* and *Dreschlera* are two separate genera of molds that are so visually similar that they are commonly discussed together as a group. Both genera include around 30 - 40 different species.

How they are spread: *Bipolaris / Dreschlera* spores are easily dispersed through the air by wind.

Where they are found outdoors: *Bipolaris / Dreschlera* type spores are most abundant in tropical or subtropical climates. They can grow in soils, on plant debris and grasses, and are known to be plant pathogens.

Where they are found indoors: *Bipolaris / Dreschlera* can grow on a variety of indoor substrates when moisture is present.

Ceratocystis / Ophiostoma:

Distribution: *Ceratocystis / Ophiostoma* are two separate genera of molds that are so visually similar that they are commonly discussed together as a group. These genera contain around 50 to 60 different species.

How they are spread: *Ceratocystis / Ophiostoma* produce wet slimy spores and are normally dispersed through water flow, droplets, or by insects. These spores are rarely identified in air samples.

Where they are found outdoors: *Ceratocystis / Ophiostoma* are very common in commercial lumberyards and forests.

Where they are found indoors: *Ceratocystis / Ophiostoma* are abundant on wood framing material in the home, although the spores are rarely found in air samples. This mold is sometimes called "lumber mold".

Chaetomium:

Distribution: *Chaetomium* is a common mold worldwide. This genus contains around 80 - 90 different species.

How it is spread: *Chaetomium* spores are formed inside fruiting bodies. The spores are released by being forced out through a small opening in the fruiting body. The spores are then dispersed by wind, water drops, or insects.

Where it is found outdoors: *Chaetomium* can be found in soil, on various seeds, cellulose substrates, dung, woody materials and straw.

Where it is found indoors: *Chaetomium* can grow in a variety of areas indoors, but is usually found on cellulose-based or woody materials in the home. It is very common on sheetrock paper that is or has been wet.

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Eurofins EPK Built Environment Testing, LLC

EMLab ID: 3150725, Page 13 of 16

Client: Clear View Home Inspections LLC

Contact: Marcel DeHart, CPI

Project: 121 NE 312th Ave Washoiugal; 3 air sample for mold

Date of Sampling: 01-31-2023

Date of Receipt: 02-01-2023

Date of Report: 02-03-2023

MoldREPORT

Eurofins EMLab P & K

19515 North Creek Pkwy N, #100, Bothell, WA 98011

(866) 888-6653 Fax (623) 780-7695

Glossary (continued)

Cladosporium:

Distribution: *Cladosporium* is an abundant mold worldwide and is normally one of the most abundant spore types present in both indoor or outdoor air samples. This genus contains around 20 - 30 different species.

How it is spread: *Cladosporium* produces dry spores that are formed in branching chains. Spores are released by twisting of the spore-bearing hyphae as they dry. Thus, the spores are most abundant in dry weather.

Where it is found outdoors: *Cladosporium* is found in a wide variety of soils, in plant litter, and on old and decaying plants and leaves. Some species are plant pathogens

Where it is found indoors: *Cladosporium* can be found anywhere indoors, including textiles, bathroom tiles, wood, moist windowsills, and any wet areas in a home. Some species of *Cladosporium* grow at temperatures near or below 0(C) / 32(F) and can often be found on refrigerated foodstuffs and even frozen meat.

Curvularia:

Distribution: *Curvularia* is a cosmopolitan fungus and includes approximately 30 different species.

How it is spread: *Curvularia* produces dry spores that are formed in fragile chains and is very easily dispersed through the air by wind.

Where it is found outdoors: *Curvularia* is most common in tropical or subtropical regions. It is found in soil and on debris of tropical plants.

Where it is found indoors: *Curvularia* can be found growing on a variety of substrates indoors.

Epicoccum:

Distribution: *Epicoccum* is a cosmopolitan mold that includes only two species.

How it is spread: *Epicoccum* produces large dry spores that are easily dispersed through the air by wind.

Where it is found outdoors: *Epicoccum* can be found in soils or on plant debris.

Where it is found indoors: *Epicoccum* is commonly found on many different substrates indoors including paper, textiles, and insects.

Memmoniella:

Distribution: *Memmoniella* is a cosmopolitan mold genus that includes approximately five species. It is frequently found in conjunction with *Stachybotrys* species due to its similar ecological preferences.

How it is spread: *Memmoniella* produces dry spores that are easily dispersed through the air by wind.

Where it is found outdoors: *Memmoniella* can be found outdoors in soil, in plant debris or litter, and as pathogens on some types of living plants.

Where it is found indoors: *Memmoniella* can grow on a variety of substrates indoors, but mainly can be found on wet cellulose-based materials, such as wallboard, jute, wicker, straw baskets, paper and other wood by-products.

Paecilomyces:

Distribution: *Paecilomyces* is ubiquitous in nature and includes between 9 and 30 different species, depending on the taxonomic system used. Its spores are visually similar to *Penicillium* / *Aspergillus* types of spores.

How it is spread: *Paecilomyces* produce dry spores that are easily dispersed through the air by wind.

Where it is found outdoors: *Paecilomyces* is found outdoors in soils and decaying plant matter, composting processes, legumes and cottonseeds. Some species parasitize insects.

Where it is found indoors: *Paecilomyces* can be found on a number of materials indoors. It has been isolated from jute fibers, papers, PVC, timber, optical lenses, leather, photographic paper, cigar tobacco, harvested grapes, bottled fruit, and fruit juice undergoing pasteurization.

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EMLab ID: 3150725, Page 14 of 16

Client: Clear View Home Inspections LLC

Contact: Marcel DeHart, CPI
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Date of Sampling: 01-31-2023
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MoldREPORT

Eurofins EMLab P & K
19515 North Creek Pkwy N, #100, Bothell, WA 98011
(866) 888-6653 Fax (623) 780-7695

Glossary (continued)

Penicillium / Aspergillus:

Distribution: *Penicillium / Aspergillus* are two separate genera of molds that are so visually similar that they are commonly discussed together as a group. Together, there are approximately 400 different species of *Penicillium / Aspergillus*.

How it is spread: *Penicillium / Aspergillus* produce dry spore types that are easily dispersed through the air by wind. These fungi serve as a food source for mites, and therefore can be dispersed by mites and various insects as well.

Where it is found outdoors: *Penicillium / Aspergillus* are found in soils, decaying plant debris, compost piles, fruit rot and some petroleum-based fuels.

Where it is found indoors: *Penicillium / Aspergillus* are found throughout the home. They are common in house dust, growing on wallpaper, wallpaper glue, decaying fabrics, wallboard, moist chipboards, and behind paint. They have also been isolated from blue rot in apples, dried foodstuffs, cheeses, fresh herbs, spices, dry cereals, nuts, onions, and oranges.

Stachybotrys:

Distribution: *Stachybotrys* is ubiquitous in nature. This genus contains about 15 species.

How it is spread: *Stachybotrys* produces wet slimy spores and is commonly dispersed through water flow, droplets, or insect transport, less commonly through the air.

Where it is found outdoors: *Stachybotrys* is found in soils, decaying plant debris, decomposing cellulose, leaf litter and seeds.

Where it is found indoors: *Stachybotrys* is common indoors on wet materials containing cellulose such as wallboard, jute, wicker, straw baskets, and other paper materials.

Torula:

Distribution: *Torula* is a cosmopolitan microfungus and includes approximately eight different species

How it is spread: *Torula* produces dry spores that are easily dispersed through the air by wind.

Where it is found outdoors: *Torula* is most common in temperate regions and has been isolated from soils, dead herbaceous stems, sugar beet roots, groundnuts, and oats.

Where it is found indoors: *Torula* is common indoors on wet materials containing cellulose, such as wallboard, jute, wicker, straw baskets, and other paper materials.

Ulocladium:

Distribution: *Ulocladium* is ubiquitous in nature and includes approximately nine different species.

How it is spread: *Ulocladium* produces dry spores that are easily dispersed through the air by wind.

Where it is found outdoors: *Ulocladium* is common outdoors in soils, dung, paint, grasses, wood, paper, and textiles.

Where it is found indoors: *Ulocladium* is common indoors on very wet materials containing cellulose such as wallboard, jute, wicker, straw baskets, and other paper materials. *Ulocladium* requires a significant amount of water to flourish.

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MoldREPORT

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19515 North Creek Pkwy N, #100, Bothell, WA 98011

(866) 888-6653 Fax (623) 780-7695

References and Resources

References:

Airborne Allergens, William Solomon, Guest Editor. Immunology & Allergy Clinics of North America, Volume 9, Number 2, August 1989. W.B. Saunders Company, Publishers, The Curtis Center, Independence Square West, Philadelphia, PA 19106-3399. This book may be out of print.

Bioaerosols: Assessment and Control, Janet Macher, Sc.D., M.P.H., Editor. 1999. ACGIH, 1330 Kemper Meadow Drive, Cincinnati, OH 45240-1634.

Bioaerosols, Harriet Burge, Ph.D. 1995. Lewis Publishers, 2000 Corporate Blvd., N.W., Boca Raton, FL 33431-9868.

Biological Contaminants in Indoor Environments, Morey, Feeley, Otten, Editors. 1990. ASTM, 1916 Race Street, Philadelphia, PA 19103. STP 1071.

Fungi and Bacteria in Indoor Air Environments: Health Effects, Detection and Remediation, Proceedings from the International Conference, Saratoga Springs, NY October 6-7, 1994.

Health Implications of Fungi in Indoor Environments, Edited by R.A. Samson. 1994. Elsevier Science, P.O. Box 945, Madison Square Station, New York, NY 10159-0945.

Indoor Air and Human Health, Gammage & Kaye. 1985. Lewis Publishers.

Microfungi, S.G. Gravesen, J.C. Frisvad, & R.A. Samson, published by Munksgaard.

Useful Websites:

www.acgih.org

American Conference of Governmental Industrial Hygienists - information on IAQ and useful links.

www.aiha.org

American Industrial Hygiene Association - general IAQ information

www.calepa.ca.gov

California Environmental Protection Agency - California IAQ resources

www.emlab.com

Eurofins EMLab P&K

www.epa.gov

Environmental Protection Agency - information regarding prevention and remediation of mold

www.health.state.ny.us

New York State Department of Health - New York state recommendations for IAQ, indoor mold inspections, remediation, and prevention

www.moldreport.com

MoldREPORT™ - online store, and other information about MoldREPORT™

www.nih.gov

National Institutes of Health - information regarding environmental health issues, including IAQ

www.niehs.nih.gov

National Institute of Environmental Health Sciences - information on mold

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EMLab ID: 3150725, Page 16 of 16

Clear View Home Inspections LLC
Marcel DeHart, CPI
2120 NW Fargo Loop
Camas, WA 98607 USA
(425) 628-7501



Eurofins EMLab P&K

www.MoldREPORT.com

info@MoldREPORT.com

Approved by:

Dates of Analysis:

MoldReport Spore trap: 02-03-2023 and 02-03-2023

Technical Manager
Marisa Braziel

Service SOPs: MoldReport Spore trap (EM-MY-S-1038)
AIHA-LAP, LLC accredited service, Lab ID #178599

All samples were received in acceptable condition unless noted in the Report Comments portion in the body of the report. Due to the nature of the analyses performed, field blank correction of results is not applied. The results relate only to the samples as received and tested. Information supplied by the client which can affect the validity of results: sample air volume.

The analytical sensitivity is the spores/m³ divided by the raw count, expressed in spores/m³, per spore and per sample.

Eurofins EMLab P&K ("the Company") shall have no liability to the client or the client's customer with respect to decisions or recommendations made, actions taken or courses of conduct implemented by either the client or the client's customer as a result of or based upon the Test Results. In no event shall the Company be liable to the client with respect to the Test Results except for the Company's own willful misconduct or gross negligence nor shall the Company be liable for incidental or consequential damages or lost profits or revenues to the fullest extent such liability may be disclaimed by law, even if the Company has been advised of the possibility of such damages, lost profits or lost revenues. In no event shall the Company's liability with respect to the Test Results exceed the amount paid to the Company by the client therefor.

Client: Clear View Home Inspections LLC
 Contact: Marcel DeHart, CPI
 Project: 121 NE 312th Ave Washoiugal; 3 air sample for mold
 Date of Sampling: 01-31-2023
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MoldREPORT
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Laboratory Results

MoldREPORT: Spore Trap Analysis

Location:	34576512: Rear bedroom		34576522: Front Bedroom		34576523: Outside Front Door	
Comments (see below)	None		None		None	
Lab ID-Version‡:	15235318-1		15235319-1		15235320-1	
Analysis Date:	02/03/2023		02/03/2023		02/03/2023	
Spore types detected:	raw ct.	per m3	raw ct.	per m3	raw ct.	per m3
Alternaria	-	-	-	-	-	-
Arthrimum	-	-	-	-	-	-
Ascospores	1	53	-	-	1	53
Aureobasidium	-	-	-	-	-	-
Basidiospores	1	53	3	160	3	160
Bipolaris/Drechslera group	-	-	-	-	-	-
Botrytis	-	-	-	-	-	-
Chaetomium	-	-	1	13	-	-
Cladosporium	10	530	10	530	-	-
Curvularia	-	-	-	-	-	-
Epicoccum	-	-	-	-	-	-
Fusarium	-	-	-	-	-	-
Myrothecium	-	-	-	-	-	-
Nigrospora	-	-	-	-	-	-
Penicillium/Aspergillus types	161	8,600	131	47,000	1	53
Pithomyces	-	-	-	-	-	-
Rusts	-	-	-	-	-	-
Smuts, Periconia, Myxomycetes	1	53	-	-	-	-
Stachybotrys	40	530	16	210	-	-
Stemphylium	-	-	-	-	-	-
Torula	-	-	-	-	-	-
Trichoderma	-	-	-	-	-	-
Ulocladium	-	-	-	-	-	-
Zygomycetes	-	-	-	-	-	-
Others	-	-	1	53	-	-
§ Total:		9,800		48,000		270
Additional Information:						
Hyphal fragments	320		210		-	
Skin cells	80 - 4,000		80 - 4,000		13 - 67	
Pollen	< 13		< 13		< 13	
Background debris†	2		2		1	
Limit of detection	13		13		13	
Sample volume (liters)	75		75		75	
MoldSCORE:	300		300		N/A	

Comments:

† Background debris is an indication of the amounts of non-biological particulate matter present on the slide (dust in the air) and is graded from 1 to 4 with 4 indicating the largest amounts.

For more information on the fungi identified in your report please visit www.emlab.com.

‡ A "Version" indicated by -"x" after the Lab ID# with a value greater than 1 indicates a sample with amended data. The revision number is reflected by the value of "x".

§ Total Spores/m3 has been rounded to two significant figures to reflect analytical precision.

Rev02 03/11

AC Jacobs Report

2-7-2023

January DOC training was 1-10-23.

February DOC training will be 2-13-23 Sta 91 7PM. I have been in contact with two more people from the DOC group at least one will be rejoining soon.

January EST/Tender training was 1-23-23.

February EST/Tender training will be 2-20-2023 Sta. 93 7 PM.

Safety Report

Last safety committee meeting was 1-24-23.

Next safety committee meeting will be 3-29-2023 Sta 91 7:30 PM.

No reported accidents/incidents since your last board meeting.

Safety Committee Meeting Minutes

1-24-2023

Reviewed three accident/incident reports, two were minor injuries that occurred at structure fires, neither injury was preventable. One report was continued from the November meeting that involved Squad 94. All information available shows the other vehicle was over the center line when the mirrors hit, unfortunately the other vehicle did not stop, so we have no way of recovering the damage.

Reviewed station safety inspections, the mold issue at Sta. 94 has been investigated and we are waiting for estimates to complete repairs. The mold issue at Sta. 93 is being investigated. Both are high priority problems. Chief Hartin has made a prioritized list of needed repairs, a number of which have already been completed.

Winter weather will still be with us for a while, please continue to use caution in slippery conditions.

Next safety committee meeting March 29th 2023 Sta. 91 7:30 PM.

EAST COUNTY FIRE & RESCUE

RESOLUTION # 314-02072023

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 (Milwaukee Sawzall) shown in Attachment A, belonging to East County Fire & Rescue are not repairable/obsolete and no longer used by the District; and

WHEREAS, the value, not repairable 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 7th day of February, 2023, with the following Commissioners being present and voting:

Chair Person

Commissioner

Commissioner

Commissioner

Commissioner

DISTRICT SEAL:

ATTEST:

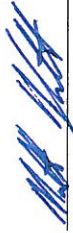
District Secretary

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	
0908	M: Jawke SawZall	H31AD163103717		X			005

* 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

314-02072023

Date: 1-19-23

EAST COUNTY *Fire and Rescue*

PURCHASING REQUEST FORM

REQUESTED ITEM(S): REPLACEMENT OF COMPUTER IN
THE CHIEF'S OFFICE

BRAND/MODEL/VENDOR/PART NUMBER: DELL PRECISION TOWER
WORKSTATION - 3660

APPARATUS / STATION NUMBER: 91 - CHIEF'S OFFICE

ESTIMATED COST OF REQUESTED ITEM: \$2282.16 (INC. SALES TAX)

EXPLAIN THE NEED FOR REQUESTED ITEM: EXISTING COMPUTER IS
SOME YEARS OLD & HAS INADEQUATE CAPACITY
TO RUN COUNTY & ANTICIPATED SOFTWARE.

PERSON REQUESTING THE PURCHASE: CHIEF ED WARD

DATE: 1/25/2023

BUDGET CODING: SUB 522 ELE 10 OBJ 33 ID 000

DATE NEEDED BY: FEB 2023

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:

Precision 3660 Tower Workstation

2th Gen Intel® Core™ i7-12700 (25 MB cache, 12 cores, 20 threads, 2.10 GHz to 4.90 GHz Turbo, 65 W)

Windows 10 Pro (Windows 11 Pro license included)

Nvidia RTX A2000, 6GB, 4mDP to DP adapter (Precision 3660T)

32GB, 2 x 16 GB, DDR5, 4400 MHz

512GB PCIe NVME™ Class 40 M.2 SSD

Precision 3660 Tower with 500W (80 Plus Platinum) PSU

Estimated Value

~~\$3,268.07~~

Price

\$2,119.00

https://www.dell.com/en-us/shop/workstations-isv-certified/precision-3660-tower-workstation/spd/precision-3660-workstation/s009dpt3660us_vp

EAST COUNTY Fire and Rescue

PURCHASING REQUEST FORM

REQUESTED ITEM(S): migration of website to streamline &
one year web hosting & maintenance

BRAND/MODEL/VENDOR/PART NUMBER: SEE ATTACHED - STREAMLINE
QUOTE

APPARATUS / STATION NUMBER: N/A

ESTIMATED COST OF REQUESTED ITEM: \$250 one time cost \$2,988/yr
TOTAL \$3238

EXPLAIN THE NEED FOR REQUESTED ITEM: SEE ATTACHED

PERSON REQUESTING THE PURCHASE: 

DATE: 2/3/2023

BUDGET CODING: SUB 522 ELE 10 OBJ 40 ID 001

DATE NEEDED BY: 3/1/2023

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:



East County Fire and Rescue

600 NE 267th Avenue Camas, WA 98607

(360) 834-4908 (phone) (360) 835-8920 (fax) www.ecfr.u



To: Board of Fire Commissioners
From: Chief Ed Hartin
Date: February 2, 2023
Subject: District Website Update & Hosting

The district’s strategic plan includes a goal to improve the district’s web site, specifying that administrative staff will continue to maintain the district’s web site and will seek ideas for web site improvements/enhancements each year. Based on this direction, district staff have reviewed the existing website and have identified the following issues:

- The company that produced the website is no longer in business
- The website was developed using the WordPress content management system which has not been maintained to the current version, creating potential functionality and security issues (see the first bullet point).
- While the district’s website provides significant information to the public, much of it is dated and the process of posting updates and revising content in a timely manner is complex and somewhat convoluted.
- The district’s website does not reflect best practices in transparency.
- The district’s website is not compliant with Americans with Disabilities Act (ADA) and Rehabilitation Act of 1973 requirements for accessibility, which creates a potential liability.

Website Maintenance Challenges

In investigating the district’s current web site, staff have determined that the company that developed (and should have been maintaining) the district’s web site is no longer in business. This has influenced updates to the content management software used to create and maintain the district’s website and makes it extremely difficult to update and modify the design of the current website to meet current needs and regulatory requirements.

Ideally, website content management software should provide ease of use for non-technical staff to post information (such as meeting agendas, information packets, and minutes) in a timely manner without excessive or complex work procedures.

Transparency

Many states have begun adopting legislation requiring special district transparency. Washington has not, but there are significant advantages of ensuring transparency with regards to district operations. Being transparent improves public perception of the district, develops improved community relationships, and promotes accountability.

The following 10-point website transparency checklist was created by Sunshine Review which was a 501(c)(3) nonprofit organization dedicated to state and local government transparency. This checklist is currently maintained by Ballotpedia, a digital encyclopedia of American politics, resource for information on elections, politics and policy.

Special district websites should (at a minimum) include the following:

- District overview
- Authorizing statute
- Budget
- Meetings
- Elected officials
- Administrative officials
- Audits
- Procurements/contracts
- Public records
- Revenue

East County Fire and Rescue’s website currently meets many (but not all of these requirements). As noted regarding website management challenges it is difficult for staff to curate meeting information (e.g., agenda’s, informational packets, and minutes) as this requires complex interaction, not only with the web site, but other web-based resources. This complexity limits timely updates and public access to information.

ADA Compliance

The Americans with Disabilities Act and, if the government entities receive Federal funding, the Rehabilitation Act of 1973, generally require that State and local governments provide qualified individuals with disabilities equal access to their programs, services, or activities unless doing so would fundamentally alter the nature of their programs, services, or activities, or would impose an undue burden. This means that local governments are required, and expected, to ensure all of their digital content is accessible by citizens with visual, auditory, and other physical limitations and disabilities.

Websites must be optimized to work in conjunction with assistive technology. Dated or poorly designed websites can create barriers for disabled citizens, limiting, or completely inhibiting, their ability to obtain all available information from your website. The district’s website is not currently ADA compliant.

Design and User Interface

Ideally, the district’s web site should be accessible to residents, taxpayers, and others seeking information or assistance using a computer, tablet, or smart phone (i.e., varied screen sizes). In addition, the interface should be sufficiently intuitive to allow users to quickly find the information or assistance that they are seeking.

Proposed Solution

District staff investigated various options for improvement of the district’s web presence, transparency, and accessibility. A working group comprised of Pam Jensen, Debbie Macias, and Chief Ed Hartin reviewed the services provided by Streamline, a web development and hosting company that specializes

in serving the needs of special districts. The web platform provided by Streamline fully addresses the functionality needed by East County Fire and Rescue and will simplify the process of maintaining current information access via the district’s website.

While the direct expense of migrating the district’s website and maintaining it on the Streamline platform is higher than the district’s current web site. This system will allow district staff to maintain the public facing front end of the website, ensure timely updates to the website back end, and reduce staff workload in curating meeting information and other required information on the district’s website.

Current Cost		Streamline Proposal	
Domain Name & Web Hosting	\$295.85	Migration Fee (One Time)	\$250.00
Website Maintenance*	\$600.00	Web Hosting & Maintenance	\$2,988.00

* Budgeted but not done since 2021.

While the expense of moving the district’s website to Streamline is higher, the savings in staff time, compliance with transparency best practice, reduced liability through accessibility compliance, and more effective public communication, make this a sound choice for the district.

Attached: Streamline Informational Document
Streamline Cost Proposal



East County Fire and Rescue - Deal

Quote created on January 25, 2023 - Reference: 20230125-104545558

East County Fire and Rescue
600 NE 267th Ave
Camas, WA 98607
United Kingdom

Chief Hartin Ed Hartin
Fire Chief
ehartin@ecfr.us
360-834-4908

Comments

Migration- \$250

Hannah Holmes - Streamline



Products & Services

Streamline Web Member 1m-5m

1 x \$249.00 / month

SKU web_s_m_1m-5m_2023

Recurring subtotal \$249.00 / month

Total **\$249.00**

This quote expires on February 28, 2023.

Questions? Contact me



Hannah Holmes

hannah@getstreamline.com



Streamline

2321 P Street

Sacramento, CA 95816

US



STREAMLINE

The Special District Website Engine

Response to Proposed Website

Streamline introduction

Streamline is a website development system built specifically for special districts and local agencies. Our intention is to provide a product that lets district staff focus on what they do best: deliver services to their customers. We know many special districts don't have IT staff, and our vision is to empower them with web technology that makes their lives easier, not harder.

Platform overview: key features

- **Meeting dashboard.** The meeting dashboard is designed to help special districts keep up to date with posting requirements, including the recent requirement for virtual meeting access.
- **Agenda reminders.** Use the agenda reminder functionality to send an email to your Board Secretary before the 24 posting deadline, so you never forget to post your agenda online.
- **Transparency dashboard** helps track for transparency best practices, such as budgets, audits, and public records requests. See what content is suggested to be considered a transparent organization, or filter to see only your state requirements.
- **Clear indication of State compliance.** The transparency dashboard clearly indicates the website content required and allows you to create and publish this content with ease.
Compliance with all current and upcoming government requirements (for example, the recently-passed law in CA requiring posting of most recent agenda to the home page).
- **Full ADA / Section 508 compliance** for visitors with disabilities, as required by the federal government.
- **Responsive and mobile friendly**
- **Easily embed anything:** MailChimp, Constant Contact, Survey Monkey, Google Maps, PayPal, social media feeds , and even calendars into any page in seconds.

The Process

1. **Site set-up:** Streamline builds your new website (*~15 minutes*)
2. **Content migration (if applicable):** District staff or Streamline transfers content from the old website to the new, Streamline website.
3. **Training:** District staff members complete an online training session with our Customer Success Manager (*1 hour*)
4. **Go-Live:** Take your new website live to the world using our free, or your custom, domain

What your Streamline subscription includes

Technology	Setup and training	Ongoing support
Easy-to-use website tool allows you to control your content - no more waiting on a vendor or IT.	Initial website setup is free, and done before we meet - including information architecture (menu) best practices.	Unlimited support is included for anyone on your staff responsible for updating the website.
Built-in ADA compliance (the platform is fully accessible out of the “box”).	Introduction to your state requirements so you know what needs to be posted.	Support system is built into your website - get help with the click of a button.
State-specific transparency dashboard with checkpoints for all posting requirements.	Training for your anyone on your staff via remote meeting to help you learn the system.	Unlimited hosting of content and files so you never have to “upgrade” your account.
Meeting dashboard with agenda reminders, one-click agenda and minute upload that takes seconds.	Free domain included (acmemud.specialdistrict.org) or connect your own custom domain / web address.	Extensive knowledge base of how-to articles and getting started guides are available 24/7.
Ongoing improvements to existing features included at no cost - your software will never be out of date.	Free SSL security certificate so that your site is served over https and visitors are protected.	Can't figure out how to send your question? That's ok, you'll have our technical support number, too.
<p><i>And if (when) your state passes additional website mandates, Streamline Web will be updated to help you comply as effortlessly as possible.</i></p>		



STREAMLINE

How special districts stay safe from ADA website risks

It's the law, and it's the right thing to do. We're committed to the best user experience for users with disabilities.

Just as buildings must have wheelchair ramps, public websites must have special provisions for users with disabilities. The number of lawsuits rose 56% in 2021¹, and the penalties for noncompliance are rising fast—averaging \$4,000 for an ADA claim in 2019² to \$39,000 in 2022. It's a situation that *The Wall Street Journal* calls “very perilous” in a [recent article](#).

The most appalling development is that the majority of new actions are targeting organizations smaller than 30 million in revenue, as they are often not aware of or prepared to meet web accessibility standards.

Quantifying the risk

Districts often ask themselves, “What is the actual risk that an ADA claim will affect us?” The results are both surprising and unpredictable.

The overwhelming majority of ADA-related claims never make it to court. They are quietly settled, usually forced by insurance pools who want to manage risk without admitting to any wrongdoing or panicked districts who realize their EPLI insurance doesn't cover *website*-related ADA issues (the majority do not).

<p>More than 2,403 districts affected</p> <p>(about 6% of all districts in the US, including county-dependent districts) have been fined, received demand letters, or gotten Department of Justice Office of Civil Rights (OCR) letters for website ADA violations in the US.</p> <p>That number is expected to exceed 4,000 (10%) by the end of 2024.</p>	<p>Very few if any, special district insurance policies even partially cover the costs of web accessibility issues</p> <p>Most insurance carriers, including district statewide insurance pools, do not cover website-specific ADA claims in their EPLI policies. ADA is <i>not</i> covered by cyber, either.</p> <p>Median deductible: \$5,200 Median settlement: \$25,000³</p>
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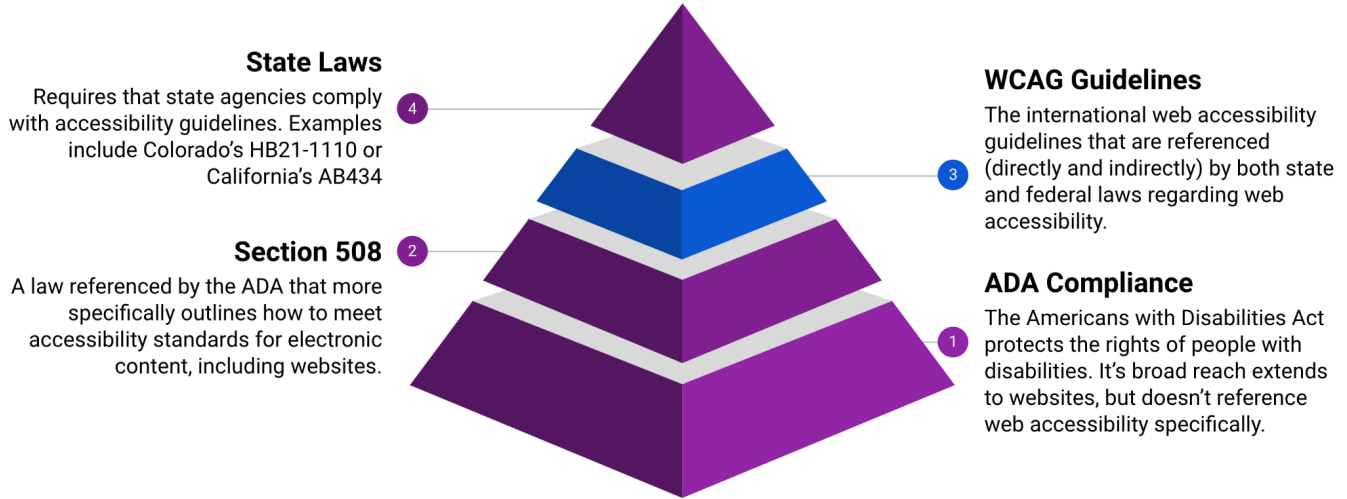
¹ <https://www.wsj.com/articles/lawsuits-over-digital-accessibility-for-people-with-disabilities-are-rising-11626369056>

² <https://ada.jmbm.com/ada-website-accessibility-lawsuits-wont-go-away-in-2020-part-1-how-we-got-here/>

³ <https://www.boia.org/blog/did-u-s-businesses-spend-billions-on-legal-fees-for-inaccessible-websites-in-2020>



Accessibility Laws

The laws surrounding accessibility are both disjointed and nuanced. There are a few layers of federal regulations further augmented by state regulations. *While more and more state laws are emerging with their own timelines and penalties, most districts do not realize that they are already liable for violations of federal laws, which comprise the majority of current actions.*



Understanding website accessibility

Districts are required to have not only a website that is technically accessible but policies and procedures for reporting and remediation.

<p>What is my district's risk now? One way to assess risk is to scan your homepage. Learn how to use Lighthouse or run a free scan at getstreamline.com/accessibility-scanner</p>  <p>What is Google Lighthouse? A free tool that anyone can use to scan your webpage to check for accessibility. It is available in the Chrome browser by hitting F12.</p>	<p> Accessibility</p> <p>Lighthouse tests basic webpage conformance to standards such as WCAG, which is one of many requirements for web accessibility. Districts must also scan all pages, PDF documents, maintain an accessibility policy, check for closed captioning on videos, and more to meet federal standards.</p>
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Streamline will protect you

Streamline cares about accessibility

The Streamline team has a long history of working on accessible websites. At the California Capital, Streamline’s CEO was presented with the “Vision Award” from Disability Rights California, the nation’s largest disability rights advocacy group, for their work on making websites more accessible to the public.

The award was presented by Jeffrey Thom, a board member, Stanford-trained attorney, and long-time champion of disability rights. In presenting the award, Jeffrey, who is blind, challenged the audience.

“Consider how frustrated you would be if you went to your favorite website and you got just a blue screen with nothing on it,” he said. “This is the reality for many users with disabilities.”



Meet our legal team

Streamline has partnered with two of the most recognized ADA defense attorneys in the United States—Martin Orlick and Stuart Tubis of Jeffer Mangels Butler & Mitchell LLP. They are intimately familiar with your website, the Streamline platform, and understand the unique nature of public sector Title II ADA complaints.



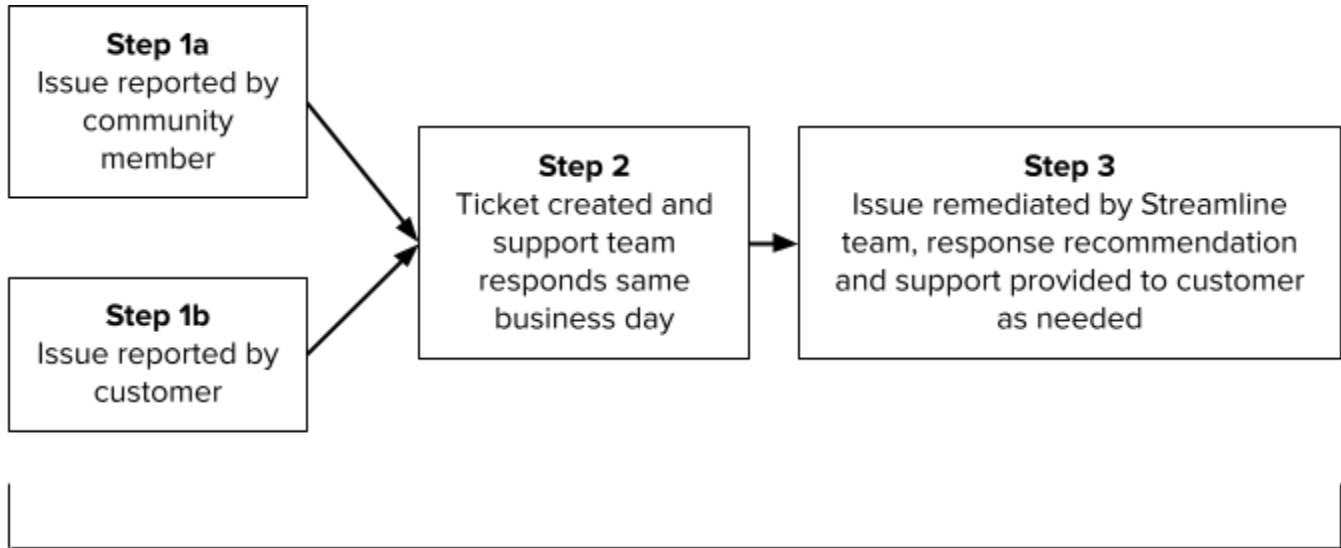
Our accessibility review process

Streamline conducts rigorous audits of its own platform in partnership with LevelAccess, one of the leading providers of web accessibility testing. This includes numerous real users with real disabilities on various accessible technologies (ATs) testing the site for issues.

Any identified issues are immediately addressed by our engineering team. Since accessibility best practices are constantly evolving, our work is never complete. If we find a widespread issue affecting multiple sites, we will work with those customers directly to resolve the issue in a timely manner.

Our rapid response process

Streamline is committed to a speed response when either you or a member of your community finds an issue. Also, all communication is carefully documented in case the request for accommodation leads to a legal action or demand letter.



within one business day

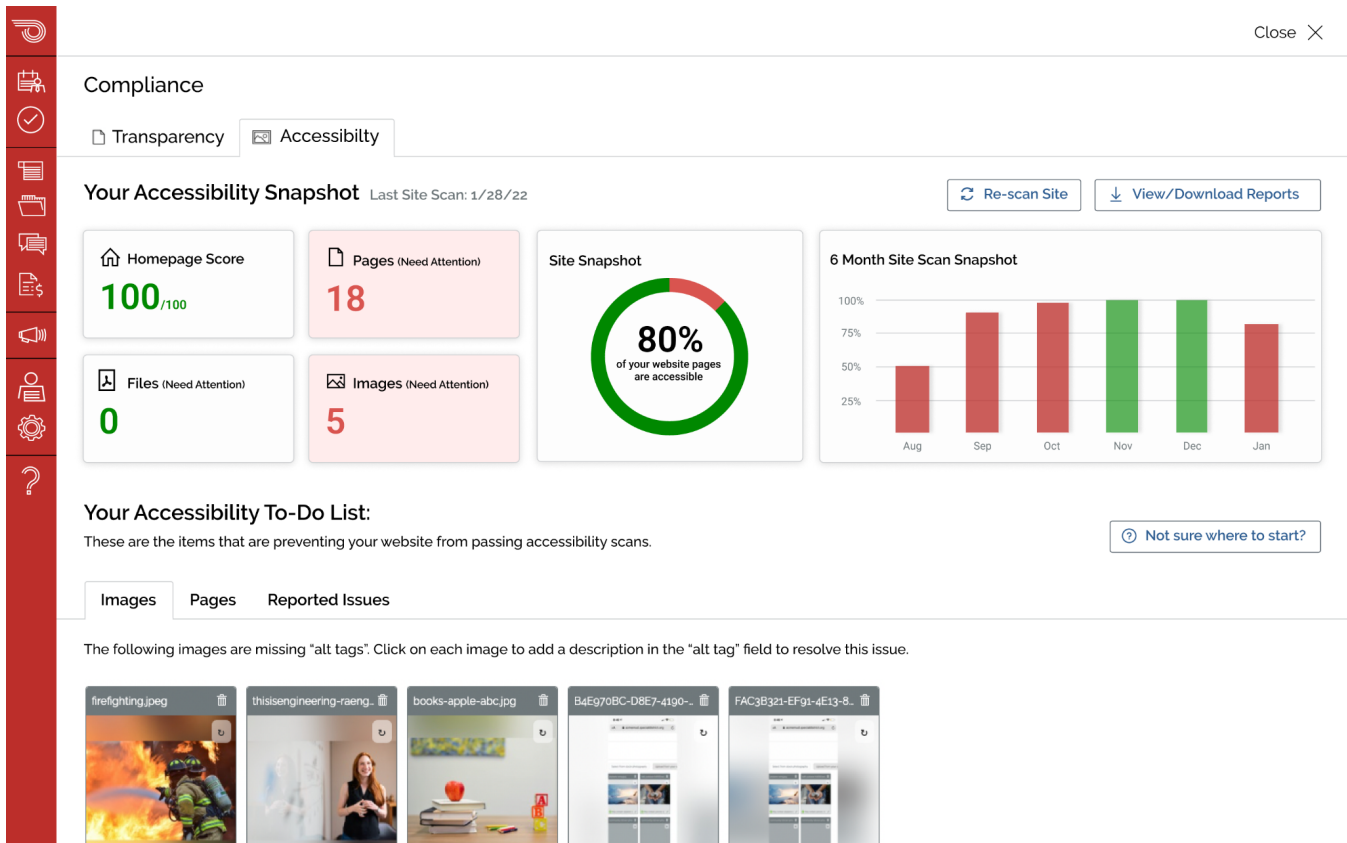
Ongoing training

Streamline offers CE-credit eligible ongoing accessibility training for special districts. Learn more or sign up for a class at getstreamline.com/accessibility.

How Streamline can help you

Streamline Accessibility Shield™

Streamline is the first and only company to offer ADA scanning built into its product for special districts.



What AccessibilityShield can do for your board members and management:

- Monthly comprehensive site scans
- Public accessibility policy landing page with up-to-date best practices for your state
- Website issue reporting form
- Scan results and remediation action reports
- Monthly board-ready compliance reports⁴

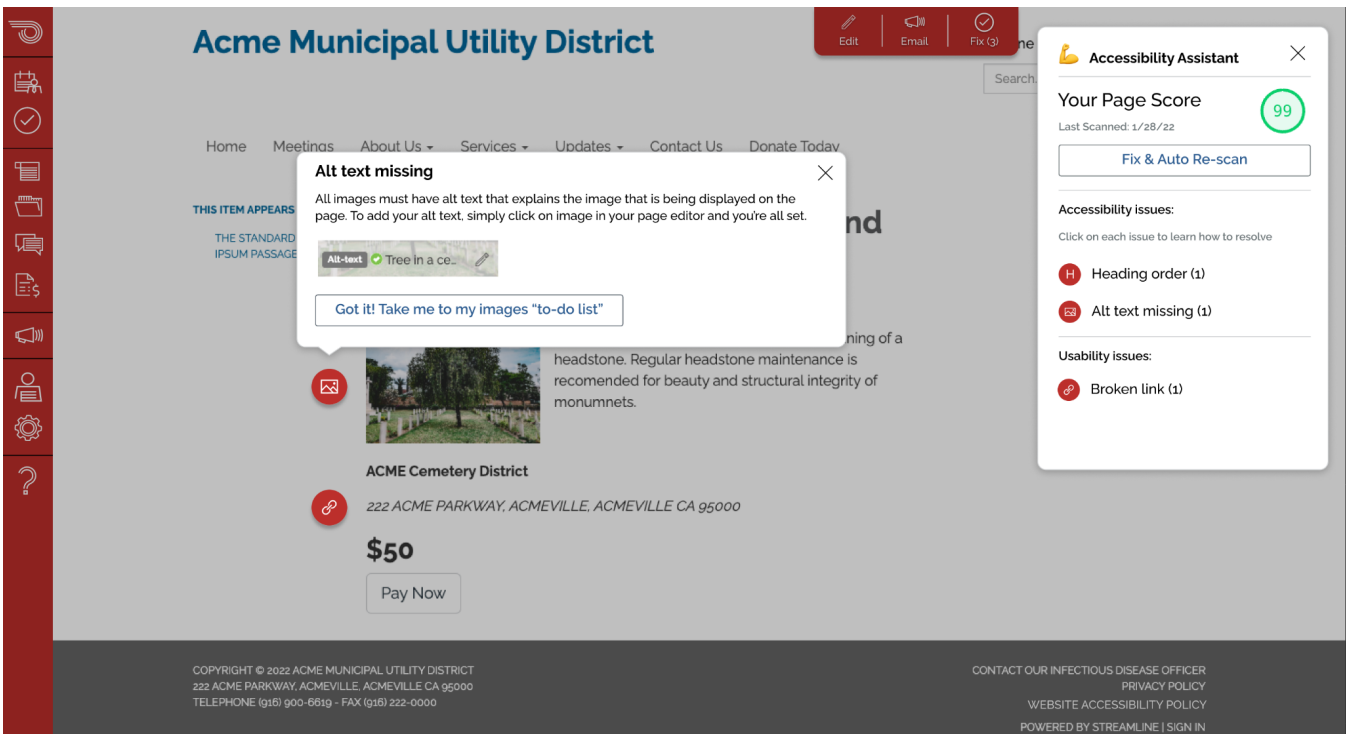
Why the person editing your website (e.g. a board secretary or communications director) will love it:

- AI-driven alt-text will automatically tag your images
- Color contrast boundaries, correctly-formatted headers, specific ADA-friendly fonts selected
- Mobile responsive designs that maintain ADA compliance for the 40% of people not on a desktop

What AccessibilityShield doesn't do (yet) that you will need to check manually:

- Check your PDFs for potential accessibility issues (coming soon)
- Check your images to make sure they don't have text in them that you should also have on your page, such as a flyer (coming soon)
- Check your videos for closed captioning (this is something you will want to have in place)
- Check third-party content or linked content, such as an embedded map or widget, so please place custom HTML with care, or just ask us for help!

⁴ Coming in 2023



Streamline’s accessibility assistant will guide you through specific fixes right on the page, without having to go to another system. With other systems, it can take a few hours to go through all the identified items and fix them on your site. With Streamline, remediation is right at your fingertips, with most identified problems being automatically resolved by the tool. Because Streamline is so easy to use, you can do the fixes yourself, or with help from our responsive team.

Acme Municipal Utility District

Website Accessibility Compliance Report

Reporting Period: April 2022

[Download or Share](#)

Compliance Snapshot:

Overall Website Score: 80

At the time of this report, 80% of the pages on your website meet accessibility requirements

Number of pages scanned: 56

Your website currently has 56 pages that are accessible to the public. All of these pages were scanned and evaluated in preparation of this report.

Pages in the process of remediation: 11

Your website currently has 11 pages that require remediation to meet full compliance.

[View your list of pages that require remediation](#)

Page	Score
About Us	98
Something Else	99
Another Page	99

Comprehensive reports, policies, and workflows will be developed for your organization, bringing you into full compliance.

ADA Legal Shield™ *Coming Soon*

We won't just stand by our product, we'll stand by you in court.

Streamline is the first and only company to offer a robust legal defense as part of its offering.

We will indemnify your district against website ADA claims. Our Harvard and MIT-trained attorneys will defend your district against website accessibility claims and demand letters at no cost to you. We'll strike fear into the hearts of trial attorneys looking to make a quick buck off your district, and more importantly, we will make users with genuine disability-related issues get the respect and support they deserve.

Note that ADA Legal Shield™ requires having the accessibility shield criteria met, as well as the district agreeing to reasonable provisions, such as giving Streamline and its legal team strategic control of litigation and waivers/exclusion of claims against physical property matters (such as wheelchair ramps), class action lawsuits, and third-party content. We'll explain all of this in detail if you're interested in learning more.



All offerings are subject to the terms and conditions of the contract. The Streamline Accessibility Shield is in Beta and developed in active collaboration with districts, attorneys, district associations, and state and local government officials. Pricing and features are subject to change over time.



STREAMLINE

Streamline’s Unlimited Training and Support

Small things, big things, and anywhere in between. Our support team is always here to jump on a call, address your support ticket, or train that new staff member. We’ve got your back!

Free training and support from a real human whenever you need it

Training

We’ll teach you how to use your website

- 1 - hour start-up training for all users
- New staff member training as needed
- Hundreds of on-demand tutorials
- Monthly Masterclass webinars

Support

We’ll jump in if you need help getting it done

- Email support
- Dedicated phone support hotline
- Request help through your website
- One-on-one Zoom session

*When you reach out, we guarantee a response from a real-human in **less than an hour***

Honestly, support might be the thing our customers love most about us

Our customers give us a 94%, all-time, positive support rating



“Streamline has made my life so much easier! I don't procrastinate because I'm intimidated and I know that if I need help I can ask. Thank you for taking a daunting task and making it easy, even fun, so that our patrons can find the information they need when they need it.”

- Su Liudahl, Creswell Library District



“When I needed help getting more detailed work done on the website, I was able to schedule a one-on-one with Chris in no time. During our meeting, he showed me some cool tricks and got our website looking outstanding! Plus he's just friendly and great to work with. Definitely recommend Streamline to everyone who needs it.”

- Taylor Gullikson, Los Olivos Community Services District

Feb 2023 - East County Fire & Rescue

Sun	Mon	Tue	Wed	Thur	Fri	Sat
5 B SHIFT	6 C SHIFT	7 A SHIFT	8 B SHIFT	9 C SHIFT	10 A SHIFT	11 B SHIFT
	Events Officers Meeting 07:30 - 09:30 Station 91	Events Commissioner Meetin 18:30 - 21:00 Station 91	Events Strategic Planning Me 15:00 - 16:30 Station 91			
12 C SHIFT	13 A SHIFT	14 B SHIFT	15 C SHIFT	16 A SHIFT	17 B SHIFT	18 C SHIFT
19 A SHIFT	20 B SHIFT	21 C SHIFT	22 A SHIFT	23 B SHIFT	24 C SHIFT	25 A SHIFT
		Events Commissioner Meetin 18:30 - 21:00 Station 91		Events AHA BLS CPR Class 09:00 - 12:00 Station 91		
26 B SHIFT	27 C SHIFT	28 A SHIFT				

* Indicates time starts on following calendar day

* Events and Time Off follow default Split Time of Day of 07:00