

EAST COUNTY FIRE & RESCUE

REGULAR BOARD OF FIRE COMMISSIONERS MEETING

May 03, 2022

Station 91

6:30 PM

AGENDA

Held virtually due to COVID-19

Dial 1-253-215-8782; Meeting ID 830 1567 8293 Passcode 211682

CALL TO ORDER:

Flag Salute

AGENDA ADJUSTMENTS:

CONSENT AGENDA:

1. Approval of April 19, 2022 Regular Board Meeting Minutes.
2. Approval of April 19, 2022 Local BVFF Meeting Minutes.
3. Approval of April 12, 2022 Strategic Planning Meeting Minutes.
4. Approval of April 21, 2022 Strategic Planning Meeting Minutes.
5. Approval of Financial Transactions.
6. Excuse Absent Commissioner(s):

OPEN TO PUBLIC:

CORRESPONDENCE:

STAFF REPORT:

Chief Carnes

Assistant Chief Jacobs

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

SAFETY REPORT:

This Meeting is Being Recorded.

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

Page # 1 of 2

FIRE DISTRICT BUSINESS:

- Annual Report Update
- Newsletter Suggestions
- Port of Camas Washougal Meeting Clarification

COMMITTEE MEETINGS:

- Communication with Neighboring Elected Officials
 - Camas – TBA
 - City of Washougal – May 18, 2022 2:00 PM at City Hall.
- Risk Group – July 6, 2022 at 8:00 AM at Station 61.
- Safety Meeting – June 30, 2022 7:30 PM at Station 91.
- Revenue Exploratory Committee – TBA
- ECAAB – TBA

COMMISSIONER COMMENTS:

OPEN TO PUBLIC:

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

ROUND TABLE:

Monthly Event Calendar.

Strategic Planning Meeting May 4, 2022, at 3:00 PM via Zoom.

EXECUTIVE SESSION:

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

ADJOURNMENT:

Next Regular Board Meeting: May 17, 2022 at 6:30 PM via Zoom.



**EAST COUNTY FIRE & RESCUE
 CONSENT AGENDA
 May 03, 2022**

1. Minutes –

- April 19, 2022 Regular Board Meeting
- April 19, 2022 Local BVFF Meeting
- April 12, 2022 Strategic Planning Meeting
- April 21, 2022 Strategic Planning Meeting

2. Invoices

- \$3,334.04
 - i. Check Nos. 14131-14240 dated April 26, 2022
 - ii. Check Nos. 14241-14242 dated April 28, 2022

3. Approved Commissioner Stipends May 10th Pay Date

Name	For the Period April 16 – April 30					Total
	Regular Meeting	Committee Meeting	Special Mtg	Education	Other	
Hofmaster	1	1	1	0	2	5
Martin	1	0	1	0	1	3
Petty	1	0	1	0	0	2
Seeds	1	0	1	0	0	2
Taggart	1	0	1	0	0	2

4. Voided/Destroyed Claims/Payroll Warrants

5. Payroll/Benefits/EFT's

- \$ 68,563.70 (Payroll)
- \$ 96.81 (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

April 19, 2022

Station 91

6:30 PM

Draft Minutes

ATTENDANCE:

Martha Martin

Sherry Petty

Robert Jacobs

Maddox Rodocker -Cummings

Mike Taggart

Steve Hofmaster

Debbie Macias

Joshua Seeds

Chief Carnes

Station 91 Duty Crew

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 18:32 via Zoom Meeting.

Chairperson Martha Martin led the Flag salute.

AGENDA ADJUSTMENTS:

None.

CONSENT AGENDA:

Approval of April 05, 2022 Regular Board Meeting Minutes.

Approval of April 05, 2022 Local BVFF&RO Meeting Minutes.

Approval of Financial Transactions.

Excuse Absent Commissioner(s):

Motion by Commissioner Taggart to approve the consent agenda seconded by Commissioner Hofmaster. Motion passed unanimously.

OPEN TO PUBLIC:

No Comments.

CORRESPONDENCE:

None.

STAFF REPORT:

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

Commissioner Seeds thanked Chief Carnes for keeping him in the loop about the impact fees regarding the County.

Commissioner Martin asked Chief Carnes to explain what the canary program is since we had a young listener on the call. Discussion ensued.

Assistant Chief Jacobs gave his report as follows:

DOC training postponed until allowed by state mandate guidelines.

April EST/Tender training was held on April 18, 2022 at Station 93 at 7 PM.

May EST/Tender training will be May 24, 2022 at 7 PM Station 93.

Annual inspections are underway. We have completed engine 95, tender 93 and currently working on squad 93. Will get to as many as possible before summer and do the rest in the fall.

VOLUNTEER FIRE FIGHTERS ASSOCIATION:

Nothing new to report. Will try to get the group together to help with the open house in August.

SAFETY REPORT:

- Last Safety Committee meeting held on February 24, 2022.
- Next Safety Committee will be April 25, 2022 at Station 91 at 7:30 PM
- No reported accidents/incidents since the last board meeting.

FIRE DISTRICT BUSINESS:

Chief Carnes updated the Board that last time we met, he had three vendors he was looking at to help us, with the Facilities and Financial Analyst planning, two out of the three have agreed to help us with it. One is Makers and the other one is TCA. He is expecting to receive a rough draft of what they are going to propose to do for us. Once he receives it, he will share that with the board. We can look at it, modify and make corrections, make sure it has everything we want to cover and then talk about making a decision on whether or not we want to hire one of them.

Resolution #299-04192022 Surplus Kitchen Appliance –Refrigerator OOS (See Attachment A)

The Purpose of this resolution is to Surplus Kitchen Appliance – Refrigerator OOS.

Motion by Commissioner Taggart to approve Resolution No. #299-04192022 to Surplus Kitchen Appliance Refrigerator OOS seconded by Commissioner Hofmaster. Motion passed unanimously.

COMMITTEE MEETINGS:

Communication with Neighboring Elected Officials

City of Camas – TBA

City of Washougal –May 18, 2022 at 2:00 PM at City Hall

Risk Group

Was held on April 6, 2022 at 9:00 AM

Commissioner Seeds commented on some changes that may be taking place on submitting insurance claims on vehicle damage. Discussion ensued.

Next Risk Group Meeting will be July 6, 2022 8:00 AM at Station 61.

Safety Committee Representative

April 25, 2022 Station 91 at 7:30 PM

Revenue Exploratory Committee

TBA

ECAAB

TBA

COMMISSIONER COMMENTS:

Commissioner Hofmaster complimented the duty crew at Station 91 on how they treated a neighbor whose son ingested a coin. They were very pleased on how they were treated.

Commissioner Martin asked what we would be discussing at the Strategic Planning Meeting. She wants an update on the open house. Also mentioned that the Port will be having a meeting on what the plans for their future holds if anyone wants to attend that so we can discuss it at our Strategic Planning Meeting.

OPEN TO PUBLIC:

None

LOCAL BOARD FOR VOLUNTEER F/F & RESERVE OFFICERS:

No New Business.

ROUND TABLE:

Monthly Event Calendar.

Strategic Planning Workshop Meeting changed to May 4, 2022 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 19:05 for 25 minutes.

The Board reconvened at 19:30.

ADJOURNMENT:

Next Regular Board Meeting: May 3, 2022 Station 91, 6:30 PM via Zoom.

**Motion by Commissioner Taggart to adjourn at 19:32 hours, seconded by Commissioner Hofmaster.
Motion passed unanimously.**

Martha Martin, Chairperson

Joshua Seeds, Vice Chair

Sherry Petty, Commissioner

Steve Hofmaster, Commissioner

Michael Taggart, Commissioner

ATTEST:

DISTRICT SEAL:

Debbie Macias, District Secretary

EAST COUNTY FIRE & RESCUE

Local Board for Volunteer Fire Fighters & Reserve Officers Meeting

Draft Minutes

April 19, 2022

CALL TO ORDER:

Chairperson Martha Martin called the meeting to order at 19:03 at Station 91.

The following were in attendance:

Martha Martin

Sherry Petty

Robert Jacobs

Maddox Rodocker-Cummings

Mike Taggart

Steve Hofmaster

Debbie Macias

Joshua Seeds

Chief Carnes

Station 94 Duty Crew

BUSINESS:

No new business.

ADJOURNMENT:

The Local Board adjourned at 19:03.

Respectfully Submitted,

Mike Taggart, Commissioner,
Sherry Petty, Alternate

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

Bob Jacobs, Chief is Rep.
Mike Carnes, Alternate

Martha Martin, Chairperson
Joshua Seeds, Alternate

Debbie Macias, District Secretary
Mike Carnes, Alternate

DISTRICT SEAL:

EAST COUNTY FIRE & RESCUE

SPECIAL BOARD OF FIRE COMMISSIONERS MEETING

April 12, 2022

Station 91

Draft Minutes

ATTENDANCE:

Martha Martin
Steve Hofmaster
Chief Jacobs

Mike Taggart
Pam Jensen

Sherry Petty
Debbie Macias

Held virtually due to COVID-19

CALL TO ORDER: 15:00

Chairperson Martha Martin called the meeting to order for the Strategic Planning Workshop
Debbie Macias let the board know that Chief Carnes was called out to a house fire and would be gone a while.

Commissioner Seeds – excused absence.

Chief Jacobs received an update that confirmed Chief Carnes would be gone for a while.

Commissioner Martin suggested that we re-schedule the meeting for another day and it was agreed by everyone that April 21, 2022 at 10:00 AM would work.

Public Comment:

No comments.

Meeting adjourned 15:21

Respectfully Submitted,

Martha Martin, Chairperson

Steve Hofmaster, Commissioner

Michael Taggart, Commissioner

Sherry Petty, Commissioner

Joshua Seeds, Commissioner

ATTEST:

DISTRICT SEAL:

Debbie Macias, District Secretary

EAST COUNTY FIRE & RESCUE

SPECIAL BOARD OF FIRE COMMISSIONERS MEETING

April 21, 2022

Station 91

Draft Minutes

ATTENDANCE:

Martha Martin
Joshua Seeds
Pam Jensen
Station 94 Duty Crew

Mike Taggart
Steve Hofmaster
Debbie Macias

Sherry Petty
Chief Carnes
Station 91 Duty Crew

Held virtually due to COVID-19

CALL TO ORDER: 10:02

Chairperson Martha Martin called the meeting to order for the Strategic Planning Workshop

Debbie Macias updated the board on the Open House plans. Confirmed the date of August 27, 2022 with everyone to make sure it is in everyone's calendar and confirmed the time as well. She updated everyone on all the vendors who have said yes and listed off the names of all the vendors as well. As we get closer to the event, we will see how many volunteers we will need to man tables. She let the board know that they can let her know what they would like to help with as well.

Chief Carnes shared information he received from attending the Port of Camas-Washougal airport meeting on their plans for the future. Discussion ensued.

Public Comment:

No comments.

Meeting adjourned 10:36

Respectfully Submitted,

Martha Martin, Chairperson

Steve Hofmaster, Commissioner

Michael Taggart, Commissioner

Sherry Petty, Commissioner

Joshua Seeds, Commissioner

ATTEST:

DISTRICT SEAL:

Debbie Macias, District Secretary

CHECK REGISTER

East County Fire & Rescue

Time: 08:36:35 Date: 04/29/2022

04/16/2022 To: 04/30/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
415	04/26/2022	Claims	6291	14231	CLARK COUNTY TREASURER	247.68	Invoice # CI038785 001 - 522 20 40 000 - Radio Dispatch 247.68 2022 Qtr 1 NetMotion Support (Jan-Mar)
416	04/26/2022	Claims	6291	14232	EMBROIDER IT	23.60	Invoice # 010625NI 001 - 522 20 25 001 - FF Uniforms 23.60 Nametapes Gustafson Qty (2) Troutman Qty (1)
417	04/26/2022	Claims	6291	14233	GRAINGER	97.08	Invoice # 9285866050 - Paper towel roll continuous white (EnMotion) - Station 94 001 - 522 10 32 000 - Cleaning and Sanitation 97.08 Paper towel roll continuous white (EnMotion) - Station 94
418	04/26/2022	Claims	6291	14234	NI GOVERNMENT SERVICES, INC	30.28	Invoice # 22032952081 001 - 522 20 41 001 - Satellite Phone 30.28 Satellite Phone March Billing Cycle
419	04/26/2022	Claims	6291	14235	PACIFIC TRUCK & TRAILER SERVICE, INC	898.58	Invoice # 2022-33471 - Perform annual emergency vehicle inspection and service. App #919. Repaired rt door latch switch, reconnect wiring to switch, repaired rt rear outside tire, repair suction hose. 001 - 522 60 48 919 - T91 (919) 898.58 Perform annual emergency vehicle inspection and service. App #919. Repaired rt door latch switch, reconnect wiring to switch, repaired rt rear outside tire, repair suction hose.
420	04/26/2022	Claims	6291	14236	SOHA SIGN COMPANY	753.39	Invoice # 69649 - ECFR Decals on New App #1022 001 - 594 22 64 000 - New Apparatus 753.39 ECFR Decals on New App #1022
421	04/26/2022	Claims	6291	14237	URGENT MEDICAL CENTER SALMON CREEK	100.00	Statement # 18713 - Respirator and Medical Questionnaire Gustafson and Vera 001 - 522 10 43 000 - Medical/Drug Screen/Vaccinati 100.00 Respirator and Medical Questionnaire Gustafson and Vera
422	04/26/2022	Claims	6291	14238	WASHOUGAL HARDWARE	88.86	Account # 500331 Statement 04.2022 001 - 522 20 34 000 - Bldg Supplies/Facility Misc 18.41 Seal for gutter at Station 94 001 - 522 20 34 000 - Bldg Supplies/Facility Misc 70.45 Garden hose for truck bay at Station 94
423	04/26/2022	Payroll	6291	14239	OPEIU Local 11	59.90	Pay Cycle(s) 04/25/2022 To 04/25/2022 - OPEIU Dues 001 - 589 99 99 000 - Payroll Clearing 29.95 001 - 589 99 99 000 - Payroll Clearing 29.95
424	04/26/2022	Payroll	6291	14240	TRUSTEED PLANS SERVICE CORPORATION	930.54	Pay Cycle(s) 04/10/2022 To 04/25/2022 - Disability - FF 001 - 522 20 26 001 - FF Disability 90.05 001 - 522 20 26 001 - FF Disability 103.20 001 - 522 20 26 001 - FF Disability 65.63 001 - 522 20 26 001 - FF Disability 85.66 001 - 522 20 26 001 - FF Disability 111.96 001 - 522 20 26 001 - FF Disability 94.44 001 - 522 20 26 001 - FF Disability 83.15 001 - 522 20 26 001 - FF Disability 111.96 001 - 522 20 26 001 - FF Disability 94.44 001 - 522 20 26 001 - FF Disability 90.05
426	04/28/2022	Claims	6291	14241	GRAINGER	39.13	Invoice # 9287959630

CHECK REGISTER

East County Fire & Rescue

Time: 08:36:35 Date: 04/29/2022

04/16/2022 To: 04/30/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 10 32 000 -		Cleaning and Sanitation	39.13	Floor Cleaner - Station 91
427	04/28/2022	Claims	6291	14242	Debbie Macias	65.00	Per Diem - 2022 WFOA Commissioner Conference Suquamish WA 4/30/2022
			001 - 522 10 49 002 -		Admin Training Meals	65.00	Per Diem - 2022 WFOA Commissioner Conference Suquamish WA 4/30/2022
001 General Fund						3,334.04	
						<hr/>	Claims: 2,343.60
						3,334.04	Payroll: 990.44

CHECK REGISTER

East County Fire & Rescue

Time: 15:45:09 Date: 05/03/2022

04/16/2022 To: 04/30/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
381	04/25/2022	Claims	6291	EFT	STATE OF WASHINGTON DEPARTMENT OF REVENUE	96.81	Written From Use Tax Report
382	04/25/2022	Payroll	6291	EFT		3,386.68	
383	04/25/2022	Payroll	6291	EFT		13.85	
384	04/25/2022	Payroll	6291	EFT		3,486.02	
385	04/25/2022	Payroll	6291	EFT		3,496.73	
386	04/25/2022	Payroll	6291	EFT		546.55	
387	04/25/2022	Payroll	6291	EFT		20.77	
388	04/25/2022	Payroll	6291	EFT		69.26	
389	04/25/2022	Payroll	6291	EFT		363.64	
390	04/25/2022	Payroll	6291	EFT		3,721.86	
391	04/25/2022	Payroll	6291	EFT		3,990.85	
392	04/25/2022	Payroll	6291	EFT		352.93	
393	04/25/2022	Payroll	6291	EFT		27.70	
394	04/25/2022	Payroll	6291	EFT		1,735.75	
395	04/25/2022	Payroll	6291	EFT		585.12	
396	04/25/2022	Payroll	6291	EFT		891.67	
397	04/25/2022	Payroll	6291	EFT		1,410.99	
398	04/25/2022	Payroll	6291	EFT		352.93	
399	04/25/2022	Payroll	6291	EFT		13.85	
400	04/25/2022	Payroll	6291	EFT		1,140.11	
401	04/25/2022	Payroll	6291	EFT		235.30	
402	04/25/2022	Payroll	6291	EFT		1,916.99	
403	04/25/2022	Payroll	6291	EFT		352.93	
404	04/25/2022	Payroll	6291	EFT		2,750.74	
405	04/25/2022	Payroll	6291	EFT		332.65	
406	04/25/2022	Payroll	6291	EFT		3,453.06	
407	04/25/2022	Payroll	6291	EFT		1,510.17	
408	04/25/2022	Payroll	6291	EFT		4,679.84	
409	04/25/2022	Payroll	6291	EFT		2,530.19	
410	04/25/2022	Payroll	6291	EFT	IAFF2444	669.90	Pay Cycle(s) 04/25/2022 To 04/25/2022 - IAFF Dues
411	04/25/2022	Payroll	6291	EFT	DEPT OF RETIREMENT SYSTEMS	13,296.58	Pay Cycle(s) 04/25/2022 To 04/25/2022 - DComp; Pay Cycle(s) 04/25/2022 To 04/25/2022 - PERS2; Pay Cycle(s) 04/25/2022 To 04/25/2022 - LEOFF2; Pay Cycle(s) 04/25/2022 To 04/25/2022 - DComp Match
412	04/25/2022	Payroll	6291	EFT	IRS	9,961.09	941 Deposit for Pay Cycle(s) 04/25/2022 - 04/25/2022
413	04/25/2022	Payroll	6291	EFT	OR Department of Revenue	567.00	Pay Cycle(s) for OR Tax: 04/25/2022 - 04/25/2022
414	04/25/2022	Payroll	6291	EFT	WASHINGTON STATE SUPPORT REGISTRY	700.00	Pay Cycle(s) 04/25/2022 To 04/25/2022 - WA Child Support

001 General Fund

68,660.51

	68,660.51		Claims:	96.81
			Payroll:	68,563.70

Chief's Report

4-19-2022

Calls since last Commissioner meeting, **30**

EMS: 18

Fire: 2

Other: 10

Calls YTD: 2022- **293**

Mutual and Auto aid – 26% 2022, Year-to-date - 24%, 71 calls

FY2021 = 244, 23% of total calls

FY2020 = 251, 23% of total calls

Staff Overtime Numbers:

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

Used YTD: **\$84,735**

Percent Used: 36.84 %

Brown outs since last meeting: 1 (24 hour shifts)

11 callback shifts (2-Sick, 3-Vac, 4- PFMLA, 2- short staff)

Covered by 10 OT Shifts

- The old Squad 94 chassis sold at auction on Friday for \$18,000 minus 10% fee for a net of \$16,200. This is exactly the same amount as the old Squad 91 sale 2 years ago.
- Our District Secretary/Accounting assistant, Debbie Macias has successfully completed her probation requirements on Monday, April 25. Congratulations Debbie!
- I attended an Op's Chiefs meeting on Tuesday, April 26. Topics of discussion were implementing some new EMS protocols and scheduling a Clark County EOC drill at CRESA. I will be attending that drill once at date has been set. There was also some discussion on the RDPO WUI project.
- Debbie Macias attended the Commissioners conference up north this past weekend.
- One of our new PT FF resigned this past week. I will be working on getting a replacement as soon as possible.

AC Jacobs Report

5-3-22

DOC training continues to be postponed until allowed by guidelines.

April EST/Tender training was 4-18-22.

May EST/Tender training 5-24-22 Sta. 93 7 PM.

Annual inspections are continuing, E95, T93, T91, & SQ93 completed RH93 & E94 are next. GPS antenna and MDC docking station installed in SQ93.

Safety Report

Last safety committee meeting was 4-25-2022.

Next safety committee meeting will be 6-30-22. Sta. 91 7:30 PM.

No reported accidents/incidents since the last board meeting.

Safety Committee Meeting Minutes

4-25-2022

Reviewed shift safety meeting minutes.

There were no near miss reports to review.

There were no accident or incident reports to review.

Thanks to all for working safely! We have now gone nearly a year and a half without a reported accident.

Reviewed station safety inspections, some lighting issues are scheduled for repair. Some items have been repaired by on duty crews.

Warmer weather will be here soon, be prepared!! Stay hydrated.

School will be out soon, watch for pedestrians.

Next safety committee meeting 6-30-22 Sta. 91
7:30 PM.

	Sun	Mon	Tue	Wed
May 1	2 B SHIFT 3 C SHIFT Events Swift Water Rescue 08:00 - 12:30 Station 42 Commissioner Meetir 18:30 - 21:00 Station 91	4 A SHIFT Events Strategic Planning Me 15:00 - 16:30 Station 91	5 B SHIFT	6 C SHIFT 7 A SHIFT
8 B SHIFT	9 C SHIFT 10 A SHIFT	11 B SHIFT	12 C SHIFT Events Scott demonstration 14:30 - 16:00	13 A SHIFT 14 B SHIFT
15 C SHIFT	16 A SHIFT 17 B SHIFT Events Commissioner Meetir 18:30 - 21:00 Station 91	18 C SHIFT	19 A SHIFT	20 B SHIFT 21 C SHIFT Events Sunnyside Road Asso 16:30 - 18:00 Station 93
22 A SHIFT	23 B SHIFT 24 C SHIFT	25 A SHIFT	26 B SHIFT	27 C SHIFT 28 A SHIFT
29 B SHIFT	30 C SHIFT 31 A SHIFT			

* Indicates time starts on following calendar day

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