

Board of Commissioners Meeting

April 10, 2019

Chairperson Cameron called a regular Board of Commissioners meeting to order at 5:30 pm on April 10, 2019, at Cowlitz 2 Fire & Rescue Headquarters Station in the high school classroom.

The following were present:

Commissioner Hallanger

Commissioner Olson

Chief LaFave

DFM Huff

Commissioner Headley

Commissioner Neves

FA Ballinger

HSO Agren

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Hallanger to approve the March 27, 2019, BOC meeting minutes as is. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

None

Verbal Reports:

None

Written Reports:

Capital Improvement Project Update: DFM Huff provided a written report. Excavation and waterline extension paperwork submitted to Beacon Hill Water Sewer District is complete for station 25. There have already been two change orders for this project.

Still working with RFM on two change orders for station 22. Rebar and concrete pouring is complete. Staff is looking at electronic reader boards for station 21, 22 and 25. DFM Huff will check and confirm with each jurisdiction on code compliance due to zones these stations are in.

Action Items:

OAP 2019: Staff presented the updated organizational action plan (OAP). The board would like succession planning outlined in this document and recommended staffing levels at the shop identified. There were concerns about surplusing too many pieces of equipment outlined in the apparatus plan of the document. Need to ensure there is adequate depth and succession planning in the finance section and ensure mission critical areas are covered. A revised OAP will be brought back again to the next meeting based on the board's comments and feedback.

POG 1002: Public and Official Records: Staff presented revisions to POG 1002 related to our public records. Questions by the board were answered by staff. After further discussion, staff will have this policy reviewed by our attorney and make the necessary changes he suggests.

A motion was made by Commissioner Olson to approve POG 1002: Public and Official Records with edits and incorporate edits that may come from our attorney. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Resolution# 800-2019: Appoint Public Records Officer: Staff presented a resolution to appoint a public records officer.

A motion was made by Commissioner Hallanger to approve Resolution# 800-2019: Appoint Public Records Officer with edits by Chairperson Cameron. Commissioner Neves seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Update on the new command rig.
- Our crews have been involved with training at EGT.
- Overview of a senate hearing on Monday regarding DNR funding for wildland.
- New website will be going live soon. Staff has been working on a complete redesign.
- Commissioner Headley gave an overview of today's 911 board meeting.
- Cowlitz 911 will be hosting an open house next Wednesday. Feel free to stop by.
- New SCBAs should ship out at the end of this month with fit testing happening prior to that. We expect to have the new air packs go into service about the end of May.

Payroll:

A motion was made by Commissioner Neves to approve payroll totaling \$248,185.91 for warrant numbers 57879 through 57895 and two EFT's dated April 5, 2019. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Headley to approve vouchers totaling \$609,798.81 for warrant numbers 57896 through 57957 dated April 12, 2019. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Announcements:

- Staff is working on setting a new date for the all call still.
- Reminder that on June 13 from 9 am to 1 pm at station 21, John Murphy will be providing training. The board is welcomed and encouraged to attend.
- Chief LaFave will be out of the area until April 24.

Adjournment:

Meeting was adjourned by Chairperson Cameron at 6:41 p.m.

Chairperson Cameron

District Secretary