

Board of Commissioners Meeting

January 22, 2020

Chairperson Cameron called a regular Board of Commissioners meeting to order at 5:30pm on January 22, 2020, at Cowlitz 2 Fire & Rescue Headquarters Station in the high school classroom.

The following were present:

Commissioner Hallanger	Commissioner Olson
Commissioner Headley	Commissioner Neves
Chief LaFave	DC Ribelin
FA Ballinger	DFM Huff
BC Sanders	VC Meller
HSO Agren	BC Tone
Lt Cooper	Lt Dearth
FF/Paramedic Daugherty & Family	

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Hallanger to approve the January 8, 2020 board meeting minutes as is. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Oath of Office:

FF/Paramedic Daugherty cited the oath of office that was given by Chairperson Cameron. His wife pinned his badge on him. Congratulations and welcome Derek.

Awards & Recognition:

None

Verbal Reports:

None

Written Reports:

Capital Improvement Project Update: DFM Huff provided a written report that was included in the board packet. March 1 is the target date to open both new stations, but may be in late March. At station 25 the old station demo is complete. The bay floors are sealed, cleaning is ongoing and furnishings are slowly being moved into the new station.

At station 22 the apparatus bay floors were stripped and have been resealed, cleaning is ongoing and furnishings are slowly being moved into the new station. Parking lot striping is complete and fiber optic was installed today. Discussion regarding radio communications, potential tower, etc.

2019 Call Stats: The 2019 call stats analysis report was included in the board packet. Chief LaFave reviewed the information and all questions by the board were answered by staff. Total call volume for 2019 was 4,950 with 3,029 of those being EMS, 442 fire and 1,479 were misc.

Action Items:

POG 2068: Job Description: PIO: This is a new policy that outlines position responsibilities for the public information officer (PIO) of the District. This is a specialist position in the current bargaining agreement for a Lieutenant or Battalion Chief that meets the requirements. Questions about social media were answered by staff.

A motion was made by Commissioner Neves to approve POG 2068: Job Description: PIO as presented. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Chief's Report:

- The Cowlitz-Wahkiakum Council of Governments (COG) requested a primary and alternate representative be identified. *A motion was made by Commissioner Headley to keep the current slate of representatives; Commissioner Hallanger as the primary and Commissioner Olson as the alternate. Commissioner Neves seconded the motion. No further discussion. Motion carried.*
- Key fobs are being installed in our medic units due to the recent theft.
- Working on a staffing plan presentation that will be given to the board at the first meeting in March.
- A retirement party will be held at station 21 on February 5 from 2-4pm for Firefighter/ Paramedic Mike Turner and Driver/Operator Jeff Fix.
- January 29 at 7pm at station 21 is the all call.
- Update on GEMT revenue for 2019.
- Our current levy rate for 2020 collection is \$1.16 for our regular levy and \$.23 for our bond levy, for a total of \$1.39. This is another significant decrease from last year. Discussion regarding the potential need for a levy lid lift in the near future and the need for a workshop with the board soon.
- Update on our new reporting software, ImageTrend.
- Mental health research for our personnel is ongoing. A formal proposal will be brought to the board if an additional program is needed to support them.

Payroll:

A motion was made by Commissioner Headley to approve payroll totaling \$236,759.64 for warrant numbers 59298-59310 and EFT's dated January 17, 2020. Commissioner Neves seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Olson to approve vouchers totaling \$41,688.32 for warrant numbers 59311-59314 dated January 21, 2020; \$504,567.15 for warrant numbers

59315-59368 dated January 24, 2020; and VOID a voucher on January 23, 2020 totaling \$500.00 for warrant number 59160. Commissioner Headley seconded the motion. Question by the board answered by staff. Motion carried.

Announcements:

- Chairperson Cameron will be out of town until April, but available by phone to call in to board meetings as needed, with the exception of the second meeting in February.

Adjournment:

Meeting was adjourned by Chairperson Cameron at 6:36pm.

Chairperson Cameron

District Secretary