

Board of Commissioners Meeting

March 11, 2020

Commissioner Hallanger called a regular Board of Commissioners meeting to order at 5:30pm at Cowlitz 2 Fire & Rescue's Headquarters Station in the high school classroom. The following were present:

Commissioner Olson	Commissioner Headley
Chairperson Cameron (via phone)	Chief LaFave
DC Ribelin	FA Ballinger
DFM Huff	BC Sanders
VC Meller	FF/Paramedic Mudryak and Family
Public: Jake LaFave	

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Headley to approve the February 26, 2020 board meeting minutes as is. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

None

Oath of Office

FF/Paramedic Mudryak cited the oath of office that was given by Commissioner Headley. His mom pinned his badge on him. Congratulations and welcome Sam.

Verbal Reports:

Capital Improvement Project Update: DFM Huff provided a written report at the meeting. At station 25 asphalt and striping of asphalt is complete. Still working on punch list items to complete the contract. Privacy fencing per county requirements will cost approximately \$25,000.

At station 22 the substantial completion is done per RFM and Tapani with just some touch up work and punch list items that needs to be completed by the contractor. Working on obtaining fencing/gate quotes and working some issues out on the alerting system.

A motion was made by Commissioner Headley to authorize privacy fencing at St 25 not to exceed \$25,000, including sales tax. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Action Items:

POG 2069: Job Description: Training Specialist: Staff presented a new policy outlining job duties for the training specialist. Chairperson Cameron provided edits. After questions and some discussion, further edits were made at the meeting in Sections 5 and 7.

A motion was made by Commissioner Cameron to approve POG 2069: Job Description: Training Specialist with all edits. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Written Reports:

Staffing Plan Presentation: FF/EMT Woods and FF/Paramedic Nunes presented the 2020 Staffing Plan presentation. It outlined the recommendation to staff three stations (St 21, 22 & 25) with officers and personnel (career and volunteer). Strengths and weaknesses were reviewed as well as historical call volumes.

A motion was made by Commissioner Headley to approve the Staffing Plan as presented, to include the promotion of three new Lieutenants. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Ladder truck update.
- St 22 Open House is tentatively scheduled for April 18. More information to come.
- We are currently down two employees due to recent retirements. Planning is working on recruitment and hiring process for replacement.
- Working on continuity of operations plan.
- Fire recently at an industrial site and our HazMat team did great work.
- Working on a plan to move forward with St 23 and 24, and the best use for each for our District and the citizens we serve.
- Evaluating bay door at St 21 to house ladder truck at this location instead of St 25 long term.
- There was an article in *The Daily News* on Sunday about BC Zainfeld, with Kelly Zainfeld taking the lead on that.
- Commissioner Headley gave an update on Cowlitz 911 dispatcher staffing and property search status.

Payroll:

A motion was made by Commissioner Olson to approve payroll totaling \$235,801.72 for warrant numbers 59533-59546 and EFT's dated March 5, 2020. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Headley to approve vouchers totaling \$11,688.35 for warrant numbers 59547-59548 dated March 6, 2020; and \$117,882.74 for warrant numbers 59549-59608 dated March 13, 2020. Commissioner Olson seconded the motion. Motion carried.

Announcements:

None

Adjournment:

Meeting was adjourned by Commissioner Hallanger at 7:11pm.

Chairperson

District Secretary