

# Board of Commissioners Meeting

*May 13, 2020*

Chairperson Cameron called a regular Board of Commissioners meeting to order via zoom at 5:30pm. The following attended:

Commissioner Hallanger

Commissioner Headley

Chairperson Olson

Commissioner Neves

Chief LaFave

DC Ribelin

FA Ballinger

Members via Zoom

## **Approve Minutes of Previous Meeting:**

*A motion was made by Commissioner Olson to approve the March 11, 2020 board meeting minutes as is. Commissioner Headley seconded the motion. No further discussion. Motion carried.*

## **Public Comments:**

None

## **Awards & Recognition:**

None

## **Verbal Reports:**

None

## **Written Reports:**

***SSB 5010: Annexation in No Man's Land:*** Last year, SSB 5010 passed in the legislature which allows local fire protection districts to propose and annex any parcel or parcels that are within the fire district, but not presently assessed and paying the fire district levy. The senate bill outlines the process that must be followed and it must be initiated by January 1, 2021.

*A motion was made by Commissioner Headley to authorize staff to move forward and start the process. Commissioner Neves seconded the motion. No further discussion. Motion carried.*

## **Action Items:**

***Telecommunications Purchase:*** Staff presented agreements and purchase information for telecommunications equipment and installation for the USDA Distance Learning and Telemedicine Grant. This will link all of our stations with the required equipment to communicate, hold trainings, meetings, etc. virtually.

*A motion was made by Commissioner Neves to accept the USDA Distance Learning and Telemedicine Grant, which requires a 15% match, with the Chief to sign and execute the grant. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

*A motion was made by Commissioner Hallanger to authorize the purchase and installation of the telecommunications equipment and the Chief to sign the proposal with IVCi for \$58,246.80 plus tax. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

*A motion was made by Commissioner Olson to authorize the Teleconferencing Equipment Purchase and Installation Agreement with IVCi with edits provided by Chairperson Cameron. Commissioner Neves seconded the motion. No further discussion. Motion carried.*

*A motion was made by Commissioner Neves to authorize the Teleconferencing Interlocal Agreement with Cowlitz County Fire District #6 with edits provided by Chairperson Cameron. Commissioner Headley seconded the motion. No further discussion. Motion carried.*

## **Chief's Report:**

- Scaling back days spent at the IMT from five days a week to two days a week.
- Currently the IMT warehouse is at station 23. It will be moved to the RIZAD building next week.
- Exercise equipment/gym is now set up at station 23 in the bay.
- Staff will be moving forward with the sale of previously surplus apparatus.
- Finishing up ladder truck training.
- Looking into antibody testing for C2FR personnel.
- The new stations are complete and crews are now fully operating out of them.
- Reviewing revenues and expenses for the first supplemental budget of 2020.
- Chief is meeting with the county tomorrow for station 24 and the drain field for potential upgrades at that station.
- Working on a historical document of the fire district so we capture all of the fire chiefs, important events that have occurred, etc.
- USFA 0305 All Hazards Course was conducted for key personnel involved at the IMT.
- The burn prop is complete and now provides a great capability for our district and personnel. *The Daily News* did a story on the first burn performed with it recently.
- Currently running a four week academy for five C2FR personnel.

## **Payroll:**

*A motion was made by Commissioner Olson to approve payroll totaling \$240,357.59 for warrant numbers 59609-59621 and EFT's dated March 20, 2020; \$251,350.19 for warrant numbers 59674-59687 and EFT's dated April 3, 2020; \$251,650.71 for warrant numbers 59730-59741 and EFT's dated April 20, 2020; and \$260,824.12 for warrant numbers 59818-59830 and EFT's dated May 5, 2020. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

## **Vouchers:**

*A motion was made by Commissioner Hallanger to approve vouchers totaling \$103,610.01 for warrant numbers 59622-59673 dated March 27, 2020; \$115,029.94 for warrant numbers 59688-*

59729 dated April 10, 2020; \$215,128.88 for warrant numbers 59742-59787 dated April 24, 2020; \$5,161.79 for warrant numbers 59831-59833 dated May 8, 2020; \$126,709.23 for warrant numbers 59834-59887 dated May 15, 2020;.VOID warrant number 59693 for \$926.20 dated April 10, 2020; and VOID warrant number 59727 dated April 10, 2020 due to misprint. Commissioner Neves seconded the motion. Questions by the board were answered by staff. Motion carried.

**Drill Points:**

A motion was made by Commissioner Headley to approve drill points totaling \$16,476.53 for warrant numbers 59788-59817 and EFT's dated April 30, 2020. Commissioner Olson seconded the motion. No further discussion. Motion carried.

**Announcements:**

Commissioner Headley gave an update on Cowlitz 911 dispatcher staffing, property search status and projection of potential sales tax revenue shortfall. Staff is also working on user fee updates, new software for dispatchers, radio site improvements and capital asset policy.

Commissioner Hallanger requested an updated apparatus list at the next meeting, to include what we have and what is surplus to be sold.

If the governor's proclamation allows, there will be a board workshop at the June 10, 2020 board meeting.

**Executive Session:**

Chairperson Cameron recessed the regular meeting at 6:38pm to enter into Executive Session to discuss real estate and personnel performance for approximately 60 minutes.

Chairperson Cameron closed the Executive Session and re-opened the regular meeting at 7:27pm.

**Adjournment:**

Meeting was adjourned by Commissioner Hallanger at 7:27pm.

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Chairperson

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District Secretary