

# Board of Commissioners Meeting

*May 27, 2020*

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

Commissioner Hallanger

Chairperson Olson

Chief LaFave

FA Ballinger

Commissioner Headley

Commissioner Neves

DC Ribelin

Members via Zoom

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

*A motion was made by Commissioner Hallanger to approve the May 13, 2020 board meeting minutes with an edit by Chairperson Cameron. Commissioner Neves seconded the motion. No further discussion. Motion carried.*

## **Public Comments:**

None

## **Awards & Recognition:**

The first recruit burn occurred today in the new training prop and it went extremely well. Chief LaFave wanted to recognize BC Tone and FF/EMT Crayne for leading the project and getting this accomplished. This will be a great asset to our organization.

## **Verbal Reports:**

None

## **Written Reports:**

***Apparatus Update:*** The apparatus deployment and replacement strategy document was included in the board packet for review. Discussion about all apparatus and the need to replace a brush rig. Staff will research cost and options to bring back to the workshop. Further discussion about our shop, personnel and workload ability.

***Station 23 Operational Costs:*** The workbook to outline station 23 operational and maintenance expenses was included in the board packet. Historically, it has cost about \$26,000 per year. Chief LaFave met with a DNR representative recently to discuss the potential purchase of this station. Based on that conversation, it doesn't appear this will be a feasible purchase in their upcoming budget cycle, but they are still planning to put it for it.

## **Action Items:**

**Station Signs Purchase (Staff Report 5-2-001):** Staff gathered five quotes as required by bid laws for the purchase and installation of digital reader boards for stations 21, 22 and 25. There is one revision to the station 21 quote from the lowest bidder that increases the cost by \$500 to \$23,000. Therefore, each station will cost \$23,000 for a pole mounted digital reader board for a total of \$69,000 plus tax. This doesn't include the necessary permits, which staff will be obtaining. All questions by the board were answered by staff.

*A motion was made by Commissioner Headley to award the quote to the lowest bidder, Advanced Electric Sign, for \$69,000 plus tax. Commissioner Neves seconded the motion. No further discussion. Motion carried.*

**Personnel/Staffing:** Chief LaFave is recommending to promote BC Sanders to Deputy Chief effective July 1, 2020. This would allow overlap between him and DC Ribelin until she retires so he has support and mentorship. This promotion would make vacancies and require other moves/promotions; for a battalion chief, lieutenant and represented position.

*A motion was made by Commissioner Neves to authorize the promotion of BC Sanders to Deputy Chief as outlined above. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

In the past, the board has authorized specific represented positions for either an EMT or paramedic. Chief LaFave is requesting to have the flexibility when hiring for these positions to be filled by either an EMT or paramedic based on the needs of the fire district at the time hiring occurs. For instance, currently we have a vacant EMT position, but our need is for a paramedic. Currently, there are 38 total represented positions authorized, with two of these positions being vacant.

*A motion was made by Commissioner Olson to have authorized represented positions not be specific to an EMT or paramedic, but rather just as a position that can be filled with either qualification based on the needs of the district. Commissioner Headley seconded the motion. No further discussion. Motion carried.*

## **Chief's Report:**

- Our county is now in phase 2 of Washington's phased approach of reopening.
- Cowlitz County IMT and PPE availability update.
- Crews are still finishing up ladder truck training.
- Update on the four week fire academy we are holding, which FF/EMT Yoder is teaching.
- Wildland training occurring.
- CARES Act funding update.
- We are seeing a reduction in EMS revenue and our transport numbers are down in comparison to this time last year.
- The shop has been busy with repairs and maintenance.
- A fire engine was donated by Lemmons Trucking. The shop is converting it now so it can be used on our training rounds.
- We applied for the SAFER Act grant, which was for three new line personnel.

**Payroll:**

*A motion was made by Commissioner Neves to approve payroll totaling \$253,049.16 for warrant numbers 59888-59898 and EFT's dated May 20, 2020. Commissioner Headley seconded the motion. No further discussion. Motion carried.*

**Vouchers:**

*A motion was made by Commissioner Hallanger to approve vouchers totaling \$33,562.70 for warrant numbers 59899-59939 dated May 29, 2020. Commissioner Headley seconded the motion. No further questions. Motion carried.*

**Announcements:**

- If the governor doesn't extend the public meeting restrictions proclamation, we will hold a board workshop at our next board meeting on June 10. If the proclamation does get extended, we will move it to a future meeting when the restriction is lifted.

**Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 6:34pm.*

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Chairperson

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District Secretary