

# Board of Commissioners Meeting

August 26, 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

DC Sanders

Members via Zoom

Commissioner Headley

Commissioner Neves

DC Ribelin

FA Ballinger

## Approve Minutes of Previous Meeting:

*A motion was made by Commissioner Olson to approve the August 12, 2020 board meeting minutes as is. Commissioner Neves seconded the motion. No further discussion. Motion carried.*

## Public Comments:

None

## Awards & Recognition:

None

## Verbal Reports:

**SB5010 Update:** Staff presented an updated list of approximately 60 parcels that meet the requirements for this bill. Our attorney, Brian Snure, has drafted a letter for us to send to the parcel owners, along with a copy of the RCW so the owners are fully informed. The process must be initiated by year-end in order for us to be able to annex these properties and have them pay fire protection tax.

*A motion was made by Commissioner Headley to authorize staff to proceed with this process and send the letter to parcel owners informing them of the action and public hearing. The board further authorizes staff to select a date at least 60 days from the date of the letter to set a public hearing. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## Written Reports:

None

## Action Items:

**Cowlitz 911 Service Level Agreement:** Cowlitz 911's Service Level Agreement for Emergency Communications and Dispatch Services for 2021-2023 was presented to the board for approval.

*A motion was made by Commissioner Neves to authorize the Chief to sign and execute the 2021-2023 Cowlitz 911 Service Level Agreement as presented. Commissioner Headley seconded the motion. No further discussion. Motion carried.*

**SAFER Grant Award:** The District just received notification that we were awarded the 2019 SAFER Grant for approximately \$945,500 which will allow us to hire three full-time Firefighter/Paramedics. The grant requires that we hire medics. This grant is three years from date of acceptance and does not have a match, but is based on salary and benefits from 2019.

*A motion was made by Commissioner Neves to authorize staff to accept the 2019 SAFER Grant. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

**Systems Design Agreements:** Staff is recommending that we switch our EMS billing company from EF Recovery to Systems Design. The agreements were included in the board packets for review. All questions by the board were answered by staff. It was clarified that Addendum 1 will not be executed at this time. Staff will also need to notify EF Recovery of the intended switch since our contract requires 120 days' notice to terminate.

*A motion was made by Commissioner Headley to authorize the Chief to sign and execute the Professional Services Agreement and Business Associate Agreement with Systems Design with edits provided by Chairperson Cameron. Commissioner Neves seconded the motion. No further discussion. Motion carried.*

## **Chief's Report:**

- Mechanic testing process update. Eight candidates are moving forward to the practical portion of the testing process and panel interview which is on September 10.
- Station 21's bay door for the ladder truck is still being worked on. Should have pricing for this soon, then the Board can decide how to proceed.
- Only have fencing, exhaust removal in bays and signs left to do at stations 22 and 25.
- DFM Huff is working on the upgrades to Station 24.
- We are in a constant state of hiring right now. Staff has been very busy with this task.
- Update on paramedic school and the members we sponsored.
- Staff is working on a supplemental budget for 2020 and the preliminary budget for 2021.
- Our call volume is up this year compared to this time last year. Crews are busy.

## **Payroll:**

*A motion was made by Commissioner Hallanger to approve payroll totaling \$273,955.63 for warrant numbers 60300-60312 and EFT's dated August 20, 2020. Commissioner Olson seconded the motion. No further discussion. Motion carried.*

## **Vouchers:**

*A motion was made by Commissioner Neves to approve vouchers totaling \$118,468.70 for warrant numbers 60313-60362 dated August 28, 2020. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.*

**Announcements:**

- Chairperson Cameron will be out of the area for the first meeting in September, but may have the ability to call in.

**Executive Session:**

*Chairperson Cameron recessed the regular meeting at 6:19pm to enter into Executive Session to evaluate qualifications of an applicant per RCW 42.30.110(1)(g) for approximately 60 minutes.*

*Chairperson Cameron closed the Executive Session and re-opened the regular meeting at 7:16pm.*

**Adjournment:**

*Meeting was adjourned by Chairperson Cameron at 7:16pm.*

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Chairperson

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District Secretary