

Board of Commissioners Meeting

October 13, 2021

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

Chairperson Cameron (via telephone)	Commissioner Headley
Commissioner Olson	Commissioner Hutcheson
Chief Neves	DC Sanders
DC Huff	FA Ballinger

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Olson to approve the September 22, 2021 board meeting minutes as is. Commissioner Hutcheson seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

None

Verbal Reports:

911 Public Authority: Commissioner Headley reported that Cowlitz 911 approved a new position for a Technology Manager since they will be moving away from the County for their IT services. They are considering a new position for a Facilities Manager as well. Negotiations will be starting with the Union for a new contract. They are working on the details of the transition to their new site and backup site. One area he stated that they will be heavily focusing on over the next couple of years is succession planning with their key staff members.

Written Reports:

None

Action Items:

POG 2074: Public Displays of Affection or Disruptive Behavior: Chief Neves has been reviewing policies and has found some topics that are missing and not covered. This is one of those. The intent of this policy is to provide a safe and secure working environment for all members of the District. All questions by the Board were answered by staff.

A motion was made by Commissioner Olson to approve POG 2074: Public Displays of Affection or Disruptive Behavior as presented. Commissioner Cameron seconded the motion. No further discussion. Motion carried.

Relationship Disclosure Form: As part of the Nepotism policy (POG 2073), there are two forms that need to be approved by the Board since they affect our Fire Chief and a Commissioner. Usually the Fire Chief reviews and approves these forms, but these require Board review and approval.

The first one is for our Fire Chief, Scott Neves and his son, who is a high school student, Jacob Neves. The second one is for Commissioner Alan Headley and his brother, Driver/Operator Dave Headley. To ensure there is no direct supervision or favoritism, these forms outline that and the chain of command.

A motion was made by Commissioner Olson to approve the two Nepotism forms as presented, and to be signed by Commissioner Hallanger on behalf of the Board. Commissioner Hutcheson seconded the motion. No further discussion. Motion carried with Commissioner Headley abstaining from the vote.

Professional Services Agreement to Comply with Medicare Data Gathering (Staff Report 10-1-001): There is a data gathering requirement implemented by Medicare, and our agency has been chose to participate in 2022. Due to the requirements, information gathering process, deciphering information on insurance types, translation of HCPCS codes (medical billing coding), etc. staff is recommending approval of the proposed Professional Services Agreement with Systems Design for PCG (Public Consulting Group) to do this work on our behalf and with input/review from our staff. This is the same group that does our GEMT cost reports each year, so they are familiar with our agency and its structure. Payment for this service will not be due until this report is submitted in May 2023. All questions by the Board were answered by staff.

A motion was made by Commissioner Headley to approve the Professional Services Agreement with edits by Chairperson Cameron. Commissioner Hutcheson seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Crews have been very busy this year. We are up over 400 calls compared to this point last year. Anticipate a 10-15% increase in total calls this year.
- Station 21 remodel/upgrades will start next week. This will take about two months to complete and is being paid for with remaining bond proceeds.
- The new brush rig has arrived. It is at the shop and will be there through the winter. It is anticipated to go into service in the Spring 2022.
- The new medic unit should arrive in November, then it will need to go to the shop before going into service which will most likely be in December 2021.
- Working on the training tower.
- The union contract is out for vote. Once that process is complete, staff will bring it to the Board for review, discussion and approval.

Payroll:

A motion was made by Commissioner Hutcheson to approve payroll totaling \$284,083.17 for warrant numbers 62004-62016 and EFT's dated October 5, 2021. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Olson to approve vouchers totaling \$11,015.57 for warrant numbers 62017-62018 dated October 6, 2021 and \$344,150.97 for warrant numbers 62019-62080 dated October 15, 2021. Commissioner Hutcheson seconded the motion. No further discussion. Motion carried.

Announcements:

None

Adjournment:

Meeting was adjourned by Vice Chair Hallanger at 6:05pm.

Chairperson

District Secretary