

Board of Commissioners Meeting

May 11, 2022

Chairperson Cameron called a regular Board of Commissioners meeting at 5:30pm. This meeting was available to the public via Zoom. The following attended:

Commissioner Headley	Commissioner Olson (via zoom)
Commissioner Hutcheson	Commissioner Hallanger
DC Sanders	DC Huff
FA Ballinger	

Approve Minutes of Previous Meeting:

A motion was made by Commissioner Hallanger to approve the April 27, 2022, board meeting minutes with edits. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Oath of Office:

Robert Brown was promoted to Driver/Operator effective today due to a recent vacancy. His wife pinned his badge on. Congratulations!

Public Comments:

None

Awards & Recognition:

None

Verbal Reports:

911 Public Authority: Commissioner Headley reported on staffing levels, Spillman, labor negotiations, and the substantial completion date for the new facility with an open house schedule for people interested to tour the new facility. New mission slogan for Cowlitz 911: One Team, One Mission. The tower at Station 22 should be up by the end of the week. The Cowlitz 911 Board approved a new position today for a facilities maintenance person. They also decided to move to one meeting per month; which will now be on the 3rd Wednesday of each month.

Written Reports:

None

Action Items:

Wildland PPE, Bunker Gear Washer and Dryer Purchase (Staff Report 5-1-001): As outlined in staff report 5-1-001, we were awarded and accepted a FEMA AFG grant to purchase 15 sets of

wildland PPE, a bunker gear washer and a dryer for Station 21. The total cost is \$32,505.06 for all of the items, and they are all on state bid through LN Curtis. The only additional thing that will need to be completed is having the dryer installed by an electrician, which is also part of the budget.

A motion was made by Commissioner Hutcheson to wildland PPE, bunker gear washer and bunker gear dryer on state bid from LN Curtis as outlined in Staff Report 5-1-001 for a total cost of \$32,505.06. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Countertops at Station 21 (Staff Report 5-1-002): Staff is recommending to upgrade the countertops in the dayroom and front lobby with bond proceeds. Quotes were solicited from five vendors as outlined in staff report 5-1-002, and low quote is from Linked Design for \$22,991.63 plus sales tax.

A motion was made by Commissioner Hallanger to award the Countertop upgrades at Station 21 to Linked Design for \$ 22,991.63, plus sales tax and as outlined in Staff Report 5-1-002. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Volunteer Coordinator Position (Staff Report 5-1-003): During the last round of negotiations, the Volunteer Coordinator and High School Instructor position was moved from a represented position to a non-represented position as outlined in staff report 5-1-003. Staff has identified a candidate and is requesting that the Board authorize a part-time (20-30 hours per week) non-represented position of Volunteer Coordinator with a pay scale of \$25 per hour and a \$2,000 hiring incentive due to this person's knowledge, skills and abilities. Staff has also revised POG 2040: Position Description: Volunteer Coordinator so that it reflects what this position would be responsible for and tasked with.

A motion was made by Commissioner Hutcheson to approve POG 2040: Position Description: Volunteer Coordinator, and add a new part-time non-represented position to fulfill this role as outlined in staff report 5-1-003 with the pay scale and hiring incentive outlined. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Wildland meeting with DNR today.
- Looked at property in Kelso today for potential property acquisition in the near future.
- Spillman rollout is coming up and staff is working on building run cards for the new system.
- Staff is continually working on hiring.
- Large apartment fire on Beacon Hill recently.
- Double fatality call on Pacific Way recently.
- Cowlitz County Chaplaincy dinner is this Saturday. Chief Neves has extra seats at his table if you'd like to attend, please let him know.

Payroll:

A motion was made by Commissioner Headley to approve payroll totaling \$283,732.17 for warrant numbers 62811-62822 and EFT's dated May 5, 2022. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$48,189.55 for warrant numbers 62823-62861 dated May 13, 2022. Commissioner Hutcheson seconded the motion. No further discussion. Motion carried.

Announcements:

- Chairperson Cameron will not be at the first meeting in June.
- Commissioners Headley and Hutcheson will not be at the second meeting in June.

Executive Session:

Chairperson Cameron recessed the regular meeting at 6:11pm to enter into Executive Session to discuss the price of District owned real estate (per RCW 42.30.110(1)(c)) for approximately 30 minutes.

Chairperson Cameron closed this Executive Session and re-opened the regular meeting at 6:38pm.

Chairperson Cameron recessed the regular meeting at 6:39pm to enter into Executive Session to review the performance of a public employee (per RCW 42.30.110(1)(g)) for approximately 20 minutes.

Chairperson Cameron closed the Executive Session and re-opened the regular meeting at 6:52pm.

Adjournment:

Meeting was adjourned by Chairperson at 6:53pm.

Commissioner

District Secretary