



Board of Commissioners Meeting

February 22, 2023

Commissioner Hutcheson called a regular Board of Commissioners meeting at 4:30pm. This meeting was available to the public via Zoom. The following attended:

Commissioner Hallanger
Commissioner Cameron
Interim Chief Graham
FA Ballinger

Commissioner Headley
Commissioner Olson
DC Huff

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Olson to approve the February 8, 2023 board meeting minutes as is. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Awards & Recognition:

None

Verbal Reports:

911 Update: Commissioner Headley has been elected as the Vice-Chair for the Cowlitz 911 Public Authority Board. There is a user fee committee meeting on February 23. Also discussed was a staffing update, new schedule issues amongst staff and some confusion it is causing and new facility update. They hope to move in by the end of July to their new facility. Motorola has helped work out some glitches in the Spillman program which has helped ease some issues dispatchers are having with it. Pulse Point Program will go into effect soon.

Fire Chief Search Update: Commissioner Cameron reported there are 10 applicants and Prothman will be coming to the meeting in early March to discuss candidates and recommendations.

Written Reports:

None

Action Items:

Void POG 2072: COVID-19 Vaccination Requirements: Effective November 1, 2022, vaccination for workers in the healthcare/childcare settings are no longer required as noted in Governor Inslee's September 8, 2022 press release. Staff recommends rescinding this policy.

A motion was made by Commissioner Olson to void POG 2072: COVID-19 Vaccination Requirements effective immediately. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Day Shift Schedule Change (Staff Report 2-2-001): Staff has done extensive research on changing schedules for all day shift staff from 5-8 hour days to 4-10 hour days; Monday through Thursday and closed on Friday. There are several benefits which were outlined in Staff Report 2-2-001. Staff recommends transitioning to this new schedule the week of April 3. Discussion regarding how to mitigate holidays on this new schedule. All questions by the Board were answered by staff. The Board is in support of implementing this schedule. This new schedule will modify POG 1003: General Business Practices, which staff will update.

A motion was made by Commissioner Cameron to approve the day shift schedule change as outlined above and in Staff Report 2-2-001. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Two employees have given their resignation notice with an end date in mid-March.
- Working on a staffing plan and shift moves related to these resignations as well. Those moves will occur sometime in April.
- New lateral medic will be starting on Monday. We will have them attend an upcoming meeting to recite the Oath of Office.
- Staff is working on an applicant pool and scheduling interviews for open positions we have.
- Update on the ambulance remount project. Braun NW is able to start on this project much earlier than initially anticipated.
- New mechanic is doing extremely well and picking things up very quickly. He has been a great addition to the team.
- District Dinner is on Saturday, March 11 at the Elk's in Kelso. Social hour starts at 5:30pm with the dinner at 6:30pm. Please sign up to attend.

Payroll:

A motion was made by Commissioner Olson to approve payroll totaling \$297,242.69 for warrant numbers 63798-63807 and EFT's dated February 17, 2023. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Headley to approve vouchers totaling \$49,930.51 for warrant numbers 63808-63855 dated February 24, 2023. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Announcements:

None

Executive Session:

Commissioner Hutcheson recessed the regular meeting at 5:06 pm to enter into Executive Session to evaluate qualifications of an applicant for public employment (per RCW 42.30.110(1)(g)) for approximately 30 minutes.

Commissioner Hutcheson closed the Executive Session and re-opened the regular meeting at 5:31pm.

Adjournment:

Meeting was adjourned by Commissioner Hutcheson at 5:31pm.

Commissioner

District Secretary