



Board of Commissioners Meeting

May 24, 2023

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

Commissioner Hutcheson

Commissioner Olson

Interim Chief Graham

FD Ballinger

Commissioner Headley

Commissioner Hallanger

DC Huff

PUBLIC: Scott Goldstein & Mike Kayser

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Olson to approve the April 26, 2023 board meeting minutes as is. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Public Comments:

Mike Kayser, Commissioner for Cowlitz County Fire District #6, wanted to personally invite a Board member to attend the quarterly Fire Officials meeting. They are hoping to gain more attendance.

Awards & Recognition:

None

Verbal Reports:

Deputy Chief of Ops: Chief Graham reported that staff will begin preparing the job announcement, timeline, etc. for the Deputy Chief of Ops position. Staff is working collaboratively with Scott Goldstein on this. Staff recommends advertising this position and allowing internal and external candidates to apply. The position would open in mid-June and close approximately four weeks later. Review of application packets would occur the week Scott Goldstein starts employment here. The Board supports this recommendation and for staff to proceed with the proposed timeline.

Written Reports:

None

Action Items:

Resolution 851-2023: Cancel Warrants: *A motion was made by Commissioner Hallanger to approve Resolution 851-2023: Cancel Warrants. Commissioner Hutcheson seconded the motion. No further discussion. Motion carried.*

Chief Goldstein Salary & Benefits Clarification upon hire: Chief Goldstein's start date is in the middle of a pay period. After some discussion, the Board agreed that his salary and appropriate benefits will be prorated to accommodate his hire date. Discussion regarding the amount of overlap needed by Interim Chief Graham when Chief Goldstein starts. There are a lot of other shift moves and people that are affected by this, so staff is looking for some direction on their expectation. It was decided that Interim Chief Graham will go back to shift effective July 26, 2023. Chief Goldstein is comfortable with that amount of time for overlap.

A motion was made by Commissioner Headley to prorate Chief Goldstein's first paycheck and appropriate benefits to accommodate his start date of July 17, 2023, and to end the MOU agreement with the Union regarding Interim Fire Chief Services by James Graham effective July 26, 2023. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

OAP Update: Staff updated the OAP and presented the changes. Discussion regarding, goals, objectives, financials, priorities, facilities, etc. Commissioner Headley wants to ensure that the Rose Valley area is specifically called out and is listed as a medium or high priority for the upcoming year. All questions by the Board were answered by staff. The Board would like staff to make the recommended edits, then bring the OAP back for approval.

Board Policy Book: The Board policy book has not been updated in about 10 years. All appropriate updates have been made and this is ready for approval.

A motion was made by Commissioner Hallanger to approve the Board Policy Book with all edits presented. Commissioner Headley seconded the motion. No further discussion. Motion carried.

POG 2018: Bereavement Leave: Because the policy section was updated, the changes were presented to the Board for approval.

A motion was made by Commissioner Hutcheson to approve POG 2018: Bereavement Leave with the edits presented. Commissioner Olson seconded the motion. No further discussion. Motion carried.

POG 2070: Military Leave: *A motion was made by Commissioner Hutcheson to approve POG 2070: Military Leave with edits presented. Commissioner Headley seconded the motion. No further questions. Motion carried.*

Chief's Report:

- The crews have been extremely busy, including major calls/incidents. The Board has seen the media on several of those and expressed their sincere thanks to the crews for their diligent care of our citizens and their exceptional hard work.
- MERTS for our high school class went very well. There were 85 kids total and we sent 5 instructors. It was a very successful event.

- The CMS Medicare audit is underway and FD Ballinger is working through issues on the report. It is due for submission by the end of the month.
- Two mill contracts (Weyerhaeuser and Kapstone) expire at the end of this year. A meeting is scheduled with Longview Fire to start pre-planning negotiations for these sites.
- We may have an internal person for paramedic school; similar to what we did for two other candidates a few years ago. If it all works out, staff will bring that forward in the near future.
- Our Volunteer Coordinator resigned effective today. Staff is working on filling this part-time position in the near future.

Payroll:

A motion was made by Commissioner Olson to approve payroll totaling \$288,337.03 for warrant numbers 64168-64179 and EFT's dated May 5, 2023 and \$276,773.41 for warrant numbers 64218-64227 and EFT's dated May 19, 2023. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hutcheson to approve vouchers totaling \$104,441.42 for warrant numbers 64180-64217 dated May 12, 2023 and \$241,407.81 for warrant numbers 64228-64264 dated May 26, 2023. Commissioner Headley seconded the motion. All questions by the Board were answered by staff. Motion carried.

Announcements:

None

Adjournment:

Meeting was adjourned by Commissioner Cameron at 5:24pm.

Commissioner

District Secretary