



Board of Commissioners Meeting

June 14, 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 Headley

Commissioner Hallanger

Interim Chief Graham

DC Huff

FD Ballinger

PUBLIC: Scott Goldstein and Jason Sanders

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the May 24, 2023 board meeting minutes as is. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Public Comments:

Jason Sanders wanted to personally thank the Board for all of their support over his 25+ year career at Cowlitz 2. He also wanted to express his appreciation for the opportunity presented to him a few weeks ago. Sanders stated he will always be a supporter of the District and again really appreciates his time here at Cowlitz 2. The Board thanked him for all of his years of service, support and dedication to the District and wishes him well on his future endeavors.

Awards & Recognition:

None

Verbal Reports:

911 Update: Commissioner Headley stated that there was no meeting last month and their meeting scheduled for next week will be at the new center.

Annexation in West Longview: Staff received notice from the Cowlitz County Boundary Review Board about a single parcel annexation on Ocean Beach Hwy. If this parcel is annexed into the City of Longview, then all surrounding parcels are still our jurisdiction. Staff is concerned about the confusion this will cause to fire and law enforcement agencies. Our attorney provided us a couple of options to dispute this annexation. However, the Board was not interested in using any of those options and directed Chief Graham to reach out to the City of Longview to express our concerns and ask how they plan to mitigate the issue.

Written Reports:

None

Action Items:

OAP Update: Staff updated the OAP with all changes presented at the last meeting. The Board had a few more recommended changes that were reviewed and staff will incorporate them into the final document. Staff will email out the final version and will provide printed copies for those Board members that would like them.

A motion was made by Commissioner Headley to approve the OAP dated June 2023 with all edits. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

2023 Supplemental Budget #1: FD Ballinger gave an overview of the 2023 Supplemental Budget #1 and reported that there will be a need for a second Supplemental Budget later in the year. All questions by the Board were answered by staff.

A motion was made by Commissioner Hallanger to approve the 2023 Supplemental Budget #1 as presented. Commissioner Hutcheson seconded the motion. No further discussion. Motion carried.

Surplus Life Jackets (Staff Report 6-1-001): The District received a grant to replace our life jackets, throw bags and helmets so staff recommends surplus the old stock of these items as outlined in Staff Report 6-1-001.

A motion was made by Commissioner Headley to approve the surplus of life jackets, throw bags and helmets at the Fire Chief's discretion as outlined in Staff Report 6-1-001. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Our Medicare audit has been submitted.
- FD Ballinger will begin working on our cost reports for GEMT in the next month or so. Those reports are due in the fall.
- Public education season is here and it has been busy so far. Several large events that we will be participating in are coming up.
- The Deputy Chief of Operations position will post and go live tomorrow, July 14. It has been posted on several sites and shared with several counterparts.
- We have a temp employee at the shop due to one of our mechanics being injured and on light duty. We anticipate that to last no more than two months.
- The ambulance chassis recently sold.
- The Volunteer SAFER Grant starts on June 18 and last four years. There is no match required. Staff is working on program details for this grant.
- Recently met with Longview Fire Dept about our strategy on the contract service area and upcoming negotiations.

Payroll:

A motion was made by Commissioner Hallanger to approve payroll totaling \$294,435.25 for warrant numbers 64265-64277 and EFT's dated June 5, 2023. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Headley to approve vouchers totaling \$105,076.72 for warrant numbers 64278-64335 dated June 15, 2023. Commissioner Hallanger seconded the motion. All questions by the Board were answered by staff. Motion carried.

Executive Session:

Chairperson Cameron recessed the regular meeting at 5:12pm to enter into Executive Session to discuss the performance of an employee (per RCW 42.30.110(1)(g)) for approximately 30 minutes.

Chairperson Cameron closed the Executive Session and re-opened the regular meeting at 5:39pm.

Announcements:

- The Board would like staff to explore addition insurance options for Risk Management, vehicle and property coverage as well as medical/dental/life insurance.

Adjournment:

Meeting was adjourned by Commissioner Cameron at 5:44pm.

Commissioner

District Secretary