



Board of Commissioners Meeting

January 24, 2024

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 Cameron
Commissioner Hallanger
Chief Goldstein
DC Stich

Commissioner Headley
Commissioner Olson
DC Huff
Finance Support Specialist Jones

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the November 22, 2023 board meeting minutes with edits. Commissioner Olson seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Promotions & Oath of Office

Ryan Satcher was promoted to Lieutenant. In acceptance of this promotion, it carries an obligation to exercise additional authority and willingness to accept greater responsibility which must be governed with a strong sense of personal moral responsibility and leadership, which Ryan agreed to and accepted. Congratulations Ryan!

Commissioner Hutcheson administered the Oath of Office to a new employee, Firefighter/Paramedic Jared Bacon. We are excited to have Jared join the team.

Awards & Recognition:

None

Written Reports:

None

Verbal Reports:

911 Update: Commissioner Headley provided an update on personnel, board elections, an engineering review of the current radio system and GIS mapping concerns. A tentative

employment offer has been made for the open finance position. Commissioner Headley expressed his appreciation for Cowlitz 2 Fire & Rescue's help with the finance position hiring process and specifically thanked Finance Director Ballinger.

Action Items:

Surplus of Broken Chairs (Staff Report 1-2-001): The District no longer has use for eight (8) broken desk chairs from the station 21 day room and would like to surplus the chairs.

A motion was made by Commissioner Hallanger to surplus the items listed above in accordance with appropriate laws and guidelines as presented in Staff Report 1-2-001. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Election of Board Officers: A motion was made by Commissioner Hallanger to appoint Marissa Hutcheson as Chair. Commissioner Headley seconded the motion. No further discussion. Motion carried.

A motion was made by Commissioner Olson to appoint Jeff Cameron as Vice-Chair. Commissioner Headley seconded the motion.

Appoint Representatives to Cowlitz 911 Public Authority Board:

Commissioner Headley nominated Chief Goldstein as an alternate representative for the Cowlitz 911 Public Authority Board. Commissioner Hallanger seconded the motion. No further discussion. Motion carried. NOTE: Commissioner Headley is still the primary representative.

Appoint Representatives to Council of Governments (COG): Annually, the Board needs to appoint a primary and alternative representative to COG.

A motion was made by Commissioner Headley to appoint Commissioner Hallanger as the primary representative to COG. Commissioner Olson Seconded the motion. No further discussion. Motion carried.

A motion was made by Commissioner Hallanger to appoint Commissioner Olson as the backup representative to COG. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Addendum #2 to 911 Agreement: This second addendum with Cowlitz 911 is for us to provide additional financial services such as producing and submitting W-2's to their employees, W-3 to the IRS, 1099's to all applicable vendors and 1096 to the IRS. We will also manage their entire payroll process and system, on-board all new employees, manage their benefits and systems, etc. Staff will bring this back next meeting due to a typo in the version presented today.

Labor Agreement: A motion was made by Commissioner Hallanger to approve the labor agreement between Cowlitz 2 Fire & Rescue and IAFF Local 3828 for the duration of January 1, 2024 through December 31, 2025. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Resolution 854-2024: Salaries Effective 01/01/24: A motion was made by Commissioner Headley to approve Resolution 854-2024: Salaries Effective January 1, 2024 as presented. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Deferred Comp Match for Non-Represented Employees (Staff Report 1-2-002): As outlined in staff report 1-2-002, staff is requesting the Board to authorize non-represented personnel to receive up to \$325 match for deferred compensation effective January 1, 2024 and \$375 match for deferred compensation effective January 1, 2025 for those that do not contribute to MERP.

A motion was made by Commissioner Cameron to approve the employer deferred compensation match for non-represented employees as outlined above and in Staff Report 1-2-002. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Chief's Report:

- Update on personnel out on injury and new hires.
- Significant snow event January 13 and 14 and ice event January 16, 17 and 18. No injuries or rig damage reported.
- The WSRB has scheduled a site visit March 5, 2024.
- The union local 3828 ratified the collective bargaining agreement on January 17, 2024.
- A supplemental budget will be developed soon to reflect the bargaining agreement.
- Some of the industrial contract areas are expressing interest in applying for annexation in to District. Some have signed 12 month extensions to the current industrial contracts. Questions by the Board were answered by staff with information known at this time.
- The county medical program director is authorizing BLS transports.
- A new volunteer staffing plan has been developed for 10am to 10pm Saturday shifts.
- The District All-Call meeting will be February 21, 2024 at Kelso High School.
- AMR has given 60 day notice to the City of Longview to end their current transport contract with the city. It is unknown if AMR will still do business in Cowlitz County after this date.
- Fire Districts 2, 5 and 6 met with legislators from District 19 and 20 in Olympia on January 23, 2024 for the WFC/WFCA Legislative Day.

Payroll:

A motion was made by Commissioner Olson to approve payroll totaling \$323,677.26 for warrant numbers 64936-64946 and EFT's dated December 5, 2023; \$320,888.69 for warrant numbers 64994-65004 and EFT's dated December 20, 2023; \$326,562.49 for warrant numbers 65050-65059 and EFT's dated January 5, 2024; \$325,770.37 for warrant numbers 65112-65122 and EFT's dated January 19, 2024. Commissioner Hallanger seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Hallanger to approve vouchers totaling \$209,885.55 for warrant numbers 64947-64993 dated December 14, 2023; \$46,360.03 for warrant numbers 65005-65047 dated December 21, 2023; \$691.00 for warrant numbers 65048-65049 dated December 22, 2023; \$193,356.04 for warrant numbers 65060-65111 dated January 11, 2024; \$99,082.37 for warrant numbers 65123-65162 dated January 25, 2024. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Announcements:

None

Adjournment:

Meeting was adjourned by Commissioner Hutcheson at 5:30pm.

Commissioner

District Secretary