



Board of Commissioners Meeting

May 22, 2024

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

Commissioner Cameron
Commissioner Hallanger
Chief Goldstein
Finance Director Ballinger

Commissioner Headley
Commissioner Olson
DC Huff

Approve Minutes of Previous Meetings:

A motion was made by Commissioner Hallanger to approve the April 24, 2024 board meeting minutes as is. Commissioner Cameron seconded the motion. No further discussion. Motion carried.

Public Comments:

None

Oath of Office:

Commissioner Hutcheson administered the Oath of Office to two new employees; Firefighter/EMT Wade Hampton and Firefighter/EMT Carter Manley. We are excited to have both of them join our team and thank you to each of their families for supporting them in their mission to serve our community.

Awards & Recognition:

None

Verbal Reports:

911 Update: Commissioner Headley reported that the Cowlitz 911 Executive Director resigned and Bob Gregory will serve as interim effective immediately while they conduct their search. Their normal June meeting has been canceled. Deanna Wells is retiring at the end of May after 34 years of service. A retirement celebration will be at Cowlitz 911 on June 4 from 1pm to 4pm. They are continuing to work with Adcomm on their radio project. Updates were provided on staffing levels.

Written Reports:

OAP 2024 Draft: Staff presented a draft update of the OAP. Discussion regarding response times and the staffing model that we had at the time this was developed. More work needs to be done on this section. Question from the board surrounding community paramedicine and is this still an objective for the Fire District? Chief Goldstein suggests leaving it in until next year so it can be evaluated for a proper recommendation. Commissioner Cameron suggested that we make it its own objective (rather than being lumped in with another one) and assign it a lower priority.

The board discussed adding a goal and objective regarding the need to locate a property for a future site (most likely to replace the current St 24 site). Further discussion regarding the St 24 zone (in the stats) and how there were so few calls identified there. The board would like this stat to actually show the calls in that area and not necessarily which station responded so it can be used as an evaluation tool when selecting a future site (they would like the goals and objectives to reflect this as well).

Discussion regarding the apparatus replacement plan. A suggestion by Commissioner Headley on how to revise this section to accurately reflect the apparatus that are identified as “overdue” for replacement, but are okay for use in a different capacity (such as a reserve status).

Other questions by the board were related to the reduction in part-time employees and interns in the staffing plan and the turnover rate in the staffing plan. After some discussion about the shop and the tank needed there, the Board would like this added and addressed on pages 28 and 32. Ongoing funding of the Hazmat program is not addressed on page 38.

A new revised version of the OAP will be brought back to a meeting in June or July to address the questions and issues discussed.

Action Items:

Surplus Trailer TL-1 (Staff Report 5-2-001): Staff is looking to surplus the 2006 Trailer Blazer enclosed trailer as there is no longer a need for it by the District.

A motion was made by Commissioner Cameron to approve the surplus of the 2006 Trailer Blazer enclosed trailer identified in staff report 5-2-001 at the discretion of the fire chief. Commissioner Headley seconded the motion. No further discussion. Motion carried.

POG 2013: Hours of Work & Paydays: Chief Goldstein presented revisions to the policy, which will change the unpaid lunch break for administrative staff (including shop employees) to a paid lunch break. In turn, this would change work hours to be from 7:00am to 5:00pm.

Commissioner Cameron expressed his concerns with the presented change and the loss of productive work time by staff. Over the course of a year, he estimated a loss of 700-800 hours of what is now productive work time. Chief Goldstein stated that his intent is if someone leaves the workplace that they will not be compensated for their lunch break. After a lot of discussion, most of the board members expressed that they are not concerned with the production/time loss and are in support of the change.

A motion was made by Commissioner Hallanger to approve POG 2013: Hours of Work & Payday as presented. Commissioner Olson seconded the motion. No further discussion. Motion carried with Commissioner Cameron voting no.

Chief's Report:

- A hiring update was provided.
- An update on apparatus was provided.
- The City of Longview awarded their EMS contract to Medix and the transition occurred on May 13. We are seeing more out-of-district responses to help our neighbors since Medix rarely leaves the City of Longview's jurisdiction. We are still billing Longview for out of district EMS fees.
- Overview of the wildland meeting DNR hosted today. No significant changes.
- We still have not received any feedback from Columbia County on the edits we proposed to the Mutual Aid Agreement.

Payroll:

A motion was made by Commissioner Hallanger to approve payroll totaling \$349,258.71 for warrant numbers 65506-65516 and EFTs dated May 3, 2024; \$299,033.53 for warrant numbers 65556-65565 and EFTs dated May 20, 2024. Commissioner Headley seconded the motion. No further discussion. Motion carried.

Vouchers:

A motion was made by Commissioner Olson to approve vouchers totaling \$75,219.01 for warrant numbers 65517-65555 dated May 9, 2024; \$27,564.27 for warrant numbers 65566-65600 dated May 23, 2024. Commissioner Cameron seconded the motion. All questions by the Board were answered by staff. No further discussion. Motion carried.

Drill Points:

A motion was made by Commissioner Headley to approve drill points totaling \$17,475.77 for warrant numbers 65502-65505 and EFTs dated April 30, 2024. Commissioner Cameron seconded the motion. No further discussion. Motion carried.

Announcements:

- Discussion regarding insurance policy evaluation. We do have three different renewal dates for different aspects of our policy and coverage. That will be a challenge to balance. Staff will continue to look into this.

Adjournment:

Meeting was adjourned by Commissioner Hutcheson at 6:20pm.

Commissioner

District Secretary