



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

May 27, 2015

Meeting called to order by Commissioner Kolke at 3:00 p.m.

Flag Salute lead by Kolke.

Present: Commissioners Jon Babcock, Larry Bartel, Dave Town, Bob Johnson, Jerry Kolke. Chief Dennis Mason, Recording Secretary Maureen Groat.

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

Motion by Babcock to approve the consent agenda as presented. Second Town. No discussion. Passed unanimously.

COMMUNICATIONS

Chief Mason reported he provided the Board with a copy of a document from the Washington Fire Chief's outlining the top legislative priorities which were finalized at the Chief's conference last week. He stated the list should be relatively self-explanatory.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Fairgrounds Fire Facility Board

Commissioner Johnson reported the last meeting was held Thursday, the 14th. He reported Commander Nolan has requested bids for interior and exterior painting of the facility. They are additionally requesting the movement of unused cabinets. The cost for moving the cabinets will be the responsibility of the CCSO. He reported there will be an open house at 151 on September 19th. Clark County Fire & Rescue and Clark County Fire District 6 will participate.

Clark County Risk Management Group

No meeting. Next meeting will be next Wednesday.

EMS Council

No meeting. Nothing to report.

Finance Committee

No meeting. Nothing to report.

RFA Planning Committee

Chief Mason reported that the group met last week. The election was discussed. The general agreement was that we should not rush back into a vote. He stated finishing touches are being made to a survey which will be placed on our web-site to gain insight into what factors went into the RFA measure failing. He added that waiting until next fall would allow for the Department to place information in the voter's pamphlet. The committee will meet again in July to discuss further plans.

Staff Reports

Operations – Yager

Chief Yager reported that the Lewis River Dam Plan is complete and has been signed by Chief Mason. Capt. Berg and Colby Gratzler are preparing for a class on the plan to be offered to captains and officers in June. He reported that all captains and BC's have completed the 50 hour Blue Card course. Each week there has been related simulator training. The hope is to add certified instructors to assist with all members getting through the course. Chief Yager reported that he should be hearing back by the end of the week whether the Department will receive funds from the Burlington Northern Grant. The grant monies would fund the command training center.

Training – Yager

Chief Yager presented the Training report to the Board in Chief Ciraulo's absence. See attached for detailed report.

Volunteer Program – Young

Capt. Young presented his Volunteer Program update to the Board. See attached for detailed report.

Support Services – Jackson

Chief Jackson presented the Support Services update to the Board. Chief Jackson added he feels it will be prudent for us to move forward with the Verizon Agreement containing recommendations added by Brian Snure. He stated with the Board's approval he will proceed. A final draft copy will be sent out for review. Chief Jackson also reported he had sent a copy of the draft RFA survey to board members. Further discussion regarding the RFA follow up survey took place. Commissioner Bartel suggested that the survey be sent out to those who voted, as all voters may not be computer savvy and may not see the survey on our web-site.

PIO-Fire Prevention – Dawdy

Chief Dawdy presented the Prevention/Fire Marshal update to the Board. See attached for detailed report.

Chief/Administration – Mason

Chief Mason reported he supplied the Board with his monthly report. He stated the second page contains regular monthly stats from Vancouver reflecting ambulance response times. At this time, they are meeting all

contractual obligations; well within the requirements. The data is sorted by zip code and not specifically for each city. These statistics will become part of Chief's regular monthly report. Chief Mason stated he received the ambulance license renewal for CCF&R. The license will be good for 2 years. He stated we will continue to maintain the license to maintain flexibility in the event that we would have a need to become a transport agency. Clark County Fire and Rescue is a licensed area. There are no limitations to the number of vehicles per the license.

Verizon Lease Agreement - Update

Discussed under Support Services.

OLD BUSINESS

None.

LATE AGENDA ADDITIONS

None.

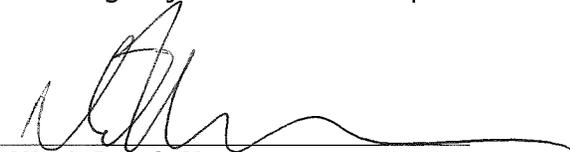
CITIZEN COMMENTS

None.

EXECUTIVE SESSION

Moved to executive session at 3:30 PM to discuss a personnel issue. Anticipated length of session to be 30 minutes. No action anticipated. Extended session at 4:05 PM for 15 minutes. Meeting reconvened at 4:20. No action taken.

Meeting adjourned at 4:20 pm.



Attest, Dennis Mason
Chief, District Secretary

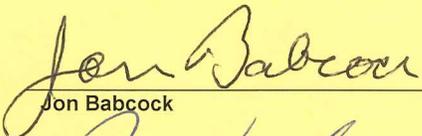
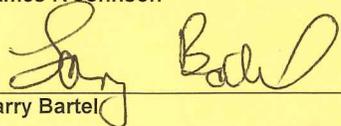


CLARK COUNTY FIRE & RESCUE CONSENT AGENDA May 27, 2015

1. Minutes – May 13, 2015 General Meeting
2. Pre-paid Invoices
 - \$ 95,745.08 (CCFR)
 - i. Check Nos. 15035 – 15119 dated May 22, 2015
 - \$ 2,338.86 (FFFB)
 - i. Check Nos. 15023 – 15034 dated May 22, 2015
3. Current Invoices
 - \$ 33,796.70 (CCFR)
 - i. Check Nos. 15120 – 15132
 - \$ 1,232.05 (FFFB)
 - i. Check No. 15133
4. Approved Commissioner Stipends Payable May 31, 2015

Name	For the Period						Total
	Regular Meeting	Committee Meeting	RFA Mtg	Assn Meeting	Educ	Other	
Babcock	2		1		1		4
Bartel	2						2
Johnson	2	1			1	2	6
Kolke	1						1
Town	2		1				3

5. Payroll
 - May 1 – 31 to be paid May 29, 2015
 - i. \$ 509,967.25 Gross
 - ii. \$ 344,056.97 ACH net
 - iii. \$ 8,924.60 Payroll Warrant net
 1. Check Nos. 5331 – 5340
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 71,105.63 941 Tax Deposit (due June 1, 2015)
6. Voided/Destroyed Claims/Payroll Warrants
 - 5265 (Payroll) Replaced w/ Claims #15128

 <hr style="border: 0; border-top: 1px solid black;"/> Jerry Kolke	 <hr style="border: 0; border-top: 1px solid black;"/> Jon Babcock
 <hr style="border: 0; border-top: 1px solid black;"/> James R. Johnson	 <hr style="border: 0; border-top: 1px solid black;"/> David Town
 <hr style="border: 0; border-top: 1px solid black;"/> Larry Bartel	

EMS

Training:

All our BLS providers are being instructed and qualified on a new to them procedure, Continuous Positive Airway Pressure (CPAP). CPAP has been an ALS procedure for many years and is now being allowed at the BLS level in certain agencies with MPD approval. CPAP is a non-invasive oxygen delivery method for patients with airway diseases. FF Bridges in performing the training to all the crews and should be done by the end of this month.

Starting on May 31 the EMS FTO's will be providing daily EMS protocol briefings during the morning shift meetings on Innovate. This will provide us a chance to cover our entire manual slowly over time and create an arena for the crews to discuss any questions on protocols or recommend amendments to the MPD.

In April, all BLS providers received training in administration of Narcan intranasally for Opiate OD's. This was a skill upgrade mandated by the MPD as it follows the current national guidelines.

This month's CPAP training was also the beginning of additional monthly EMS training provided in-house by our EMS FTO's. Originally the only EMS training set up monthly for the year was the PCEP and OTEP training from the MPD. Our training will be provided in addition to that training and not necessarily the same topic or skills. Rotating FTOs and other members of the department will be responsible for the training of the entire department each month. By keeping the same trainer for the entire month there will be more consistency in the training as opposed to 3-4 different people attempting to teach the same thing.

QA/QI

In years past only certain patient care reports were being reviewed for compliance and quality, mainly the really severe calls like cardiac arrest or significant trauma. Now EVERY chart is being reviewed every day by the EMS FTOs and any required training or amendments to those documents are being completed within one shift. Along with this, next month Captain Lawrence will be providing documentation

training to the entire department covering common mistakes and errors in the Firehouse program and documentation in general.

Drills

Chiefs Ford and Graham will be participating in an RRAT table top drill this Thursday with BG and surrounding agencies, hosted by CRESA. Captain Lawrence is working on an MCI drill for June 4&16 with BGPD, attempting to get La Center and Woodland to join however, staffing issues with those agencies is limiting their participation.

Frequent User

Station 24 identified a frequent EMS user in the city of Ridgefield, during the first week of May he summoned EMS 8 times. This person has been a frequent user for many years and his use is increasing. Captain Berg and crew went to his house one afternoon and had a good discussion with the person which has resulted in fewer calls however, there has been 3 in the last week. I am working with our Medical Directors and his primary care provider to assist him so as not to need 911 service as often. This is an on-going issue and we will see where it leads now that we are involved higher up in his care plan.

AMR

I am working with the statistics provided monthly by AMR for response time compliance trying to zoom in closer to our response areas. The data currently provided is broken into city's which is not quite as close as we would like it to determine actual stats for our district. Overall AMR is meeting the requirements of the Vancouver contract. We meet with Vancouver twice monthly to go over the late exceptions and overall contract performance on behalf of EMS District 2.

QRV

The QRV study comes to a close June 30th and we continue to monitor the study daily/monthly. June 17th at 19:00 at Station 23 is a community panel meeting with shift representatives to discuss the QRV study and illicit that panels suggestions and comments. We are still recruiting community members for that panel, currently we have 5 and would like 10-12. Our current statistics show the QRV to be twice as fuel efficient as the engines and no real differences in response times. Anecdotal comments from the crews will be of great value when concluding this study.

Stats

As a result of working on the AMR contract stats, QRV stats and the data for the BG RFP, it became apparent that as an organization we don't have a great method currently of gathering accurate data quickly when it comes to responses. We are working with Firstwatch which is a vendor that works with CRESA to provide real time response/dispatch data to the users of the system. This costs us nothing and is a service available to all the users. I have been on the phone directly with Firstwatch and we are working together to create reports that we can access any day and anytime for any time period we like.

Paramedic Status-

On a personal note I took the MPD county Paramedic exam last week and successfully completed that process.

Fire Marshal Report

FIRE MARSHAL DUTIES

Manage Fire engineering, smoke alarm program & community services district wide.

BATTLE GROUND

- Meet with Battle Ground engineers Cedars Village & Other Subdivisions.
- Meeting with Battle Ground code official.
- Review two county subdivisions.
- Work with CCFMO on Cherry Grove Church.

RIDGEFIELD

- Facilitate conference between Fire Protection engineers., civil engineers, and Fire District on UNFI project.
- Plans review Bella Nocha development in Ridgefield.
- Attend City Council meetings and present RFA Power Point.
- Attend Port meetings present RFA Power Point.
- Meet with City Engineer on various projects.



WOODLAND

- Work with city and ITI on fire flow issue. This industrial operation has no fire flow.
- Woodland High School: set fire lanes, lock boxes, marking on riser rooms.
- Participated in regular planning staff meetings.
- FM guest speaker



Support Services

FACILITIES – Gary Deschand / Arrick Crayne (part-time)

- **Station 27:** HVAC Replacement Work Completed. Will be reimbursed by the City of Battle Ground.
- **Station 151:** Bids to being collected for paint work. Requested work completed for Sheriff Office (coordinated by us, paid by CCSO). District 6 volunteer participation and facility maintenance has improved. Chiefs Jackson and Green are doing comprehensive walk-throughs on a quarterly basis to ensure facility needs and issues are addressed.
- **Woodland Facility:** Demolition work is complete. Geotechnical work is commencing. A kick-off meeting was held with Karl Johansson's team to work on a timeline and project overview. A more detailed project timeline will be completed in the coming weeks after geotechnical studies are complete. Detailed drawings will be presented and design details coordinated with operations staff.
- **Facility Inspections / Planning:** Facility walkthroughs and inspections completed. A draft plan for comprehensive short and long range needs will be developed in the coming months.
- **Station 24 Verizon Agreement:** A final draft agreement has been proposed by our attorney to take back to Verizon for cell antenna placement.

FLEET –

- **New BC Rig:** The new Ford truck has been received and is being unfitted to the replace the current BC rig that has over 160,000 miles. The new vehicle should be in service prior to June 15th.

IT / Technology–

- **Server Replacement:** Server replacement is complete and most issues have been resolved. The complete back-up server at station 26 will be up and running within a month. This will provide a redundancy that we did not previously have.

OTHER-

- **RFA:** A survey and means to gather constituent feedback from the election on our website has been put together and should be implemented within the next week.

Training

EMS Training

This month we are training on respiratory emergencies and advanced airway issues.

Fire Training

These are the subjects that we are training on this month:

- Swiftwater rescue
- Map and addressing
- Fire Behavior

Volunteer Recruits

Last month we conducted a three-day orientation session for all new volunteers and part-timers. They are currently working on their task books and preparing for their six-month exam.

We are in the process of identifying new Volunteers to be sent to the state fire training academy. We anticipate sending these folks to this academy in August.

Cadets

A Cadet was recently discharged from the program and two other Cadets received five day suspensions.

A large number of Cadets participated in the wildland training burn that occurred on May 15th at Tri-Mtn Golf course.

MERT's is being held May 27-29th. Thanks to Aaron Huntington for overcoming multiple obstacles to ensure this actually came to fruition.

The Cadet banquet is being held at Battle Ground High School on Monday June 8th. The board will be receiving personal invitations soon.

The last day of school is June 12th.

Wildland

We recently offered S-215 (Fire Operations in the Wildland/Urban Interface). In addition to several of our personnel who took this class, we had several folks from other agencies attend this class.

On May 15th, we conducted a live fire (brush/wildland) training session at Tri-Mountain Golf Course. This training was used to sign-off task books and to complete the initial training for several of our newer personnel.

Airen is processing all the requests for Incident Qualification Cards (also known as “red cards”) and those should be distributed soon.

Officer Training

We continue to offer simulators to all personnel to strengthen their strategy and tactics.

On May 28th we will be participating in an active shooter drill (at the BC level) with the Battle Ground School District.

On May 29th, several officers will be attending a “staff ride” of the 36-pit fire.

A grant request has been submitted to BNSF for the funding of a portable Command Training Center. The request was for \$9,500.

Outside Training

1. We are sending up to nine personnel (Firefighters/Captains who normally work on Tower 26) to a hands-on training session that covers ventilation and ladders. This training will occur on June 13th in Milwaukie, OR.
2. Three Firefighters (Dement, Gutridge, and Woodford) will be attending “Crunch Time” September 12 and 13.

Current/Upcoming Training

Live Fire Training

On May 30th, we will be burning a house located at 4808 Lockwood Creek Road. Captain Kays will be managing this burn.

On June 12th, we will be burning a house located at 1613 NE 259 St. Captain Rommel will be managing this burn.

Second Quarter Training

These are the subjects that we are providing training on in the Second quarter:

- Annual SCBA proficiency testing

- Swiftwater Rescue
- Maps and addressing
- Fire behavior
- Strategy and tactics
- Respiratory emergencies and airway management
- Mass Casualty Incidents
- Cause and origin training
- Emergency decontamination for haz mat incidents
- Emergency scene rehabilitation
- Ladders
- Hydraulics

Miscellaneous

Chief Ciraulo will be off on an extended vacation from May 19th through July 3rd. Chief Ford will be covering him in his absence.

Volunteer

Volunteers:

We tested 2 Interns, 2 Laterals, and 4 Cadets on the 16th. All but one passed and have moved on in the HR process. They will be ready to begin after their orientation the second week of June.

I am currently working with District 6 to begin regularly staffing Station 151. We are currently working on like polices to prevent any confusion amongst volunteers as they may be staffing jointly between agencies. Also looking into combined training and academies for EMS only volunteers.

We will be testing again in June to fill 4 more Intern spots, as well as 3 more spots for volunteers at the state academy starting in August.

We now have 2 residents at Station 21. Taylor Konkright has already moved in and Dina Karpyuk should be in this week. This leaves Station 22 staffed with 2 and Station 21 with 2, I will continue to search for a third to add at each station, at which time they will begin responding. Currently they will be maintaining the grounds and facility at Station 22 and maintain the inside of the Station at 21.

Commissioner Update: May 27th, 2015
Clark County Fire & Rescue

Michael Young
Admin. Captain