



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

February 10, 2016

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

Flag Salute lead by Babcock.

Present: Commissioners Jon Babcock, Jerry Kolke, Dave Town, Bob Johnson, Larry Bartel. Chief Administrative Officer Ron Oliver. Division Chiefs Dan Yager, Mike Jackson. Recording Secretary Kathy Streissguth.

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

Motion by Johnson to approved the consent agenda. Second Town. Discussed the turnouts purchased under the volunteer grant. No further discussion. Motion passed unanimously.

COMMUNICATIONS

Snure Seminar in Washougal hosted by East County Fire & Rescue on Saturday, February 20. Commissioner Town is registered. Oliver has prepared a letter for Board signature thanking the Adventist Conference for their \$1,500 donation towards the District's annual banquet.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

No meeting. Nothing to report.

Fairgrounds Fire Facility Board

Commissioner Johnson advised that the CRWD latecomer sewer agreement for the Public Safety Complex project is expiring in November this year. There is currently only one small project in the works. There is over \$120K in available hookup fees. There had been previous discussion by the FFFB Representatives about offering a reduced rate in the final year of the agreement. Recommendation from staff is to offer a 50% discount for the remaining affected properties. The Clark 6 Board approved a 50% discount at their last meeting. CRWD staff will assist in sending out letters with information to all affected property owners. Any takers will provide unanticipated reimbursement revenues to the FFFB Fund and the property owners will save money. If the offer is NOT accepted by the expiration date, the fees will revert to 100% and be payable in full to CRWD. The FFFB will not receive any portion after November 30. Discussion. Motion by Bartel to

approve a 50% reduction in CRWD latecomer fees for the Public Safety Complex project (FFFB). Second Babcock. No further discussion. Motion passed unanimously.

RFA Committee

The RFA Planning Committee met on February 2. The Committee discussed options for moving forward with an RFA or the possibility of the agencies annexing into the District. Professional municipality consultant Liz Loomis presented a proposal to assist in the process of running a successful informational campaign. General consensus that the fees were too expensive for this project. Also agreed that there is no desire to hold another special election and not much interest in holding an election during a presidential year. Clark 2 may be considering requesting a merger into CCFR. The Clark 2 Board will discuss at their next meeting. This will still leave the option open for an RFA or for Woodland to annex into the District as well. Bartel suggested that having Clark 2 annex is the best option for a start. The District would need to approve the request. Next RFA Planning Committee meeting is February 26. Chief Oliver stated that it's good for the CCFR board to decide on a direction. CCFR Board consensus that a Clark 2 merger would be approved – the Board is supportive of the possibility.

EMS Council

No meeting. Next meeting in March.

Finance Committee

No meeting.

Commissioner Updates

Bartel attended both recent La Center and Ridgefield City Council meetings. Babcock has been attending the Woodland City Council meetings. Kolke advised he attended the last Battle Ground Chamber meeting. Kolke also represented SWFCA and WFCA Region VIII at a WFCA board meeting on January 28. Also attended WFCA Legislative Day in Olympia on Thursday, January 28. Great opportunity to make contacts and get face to face time with our legislators.

CHIEF ADMINISTRATOR'S REPORT

Chief Oliver provided an update on the fire chief selection process. The stakeholder interviews will be held on February 19 via video conference. There are six candidates. There are four panels: District Chief Officers, peer Chiefs from neighboring agencies, a citizen stakeholders group and Firefighter/Staff. Hope to have 3 or 4 candidates to recommend moving forward to the Board interview. The face to face interviews with the Board (in executive session) will be held on Friday, March 4 from noon to 4:30 p.m. The Board will have dinner with the candidates at 5:00 p.m. At 6:15 p.m. a coffee/dessert mixer will occur at Admin Station 21. All department members are invited. There will be a special meeting on Monday, March 7 at 9:00 a.m. for the Board to discuss the candidates and make a selection for a conditional offer of employment. The pre-hire process will be initiated following the offer. If all clear, the contract negotiation will occur at the April 13 meeting in

executive session. Will finalize the offer employment following this meeting and establish a start date for the new chief.

The CCF&R banquet invitations have gone out to all personnel. Captain Leavitt is chairing the event at Summit Grove on Friday, March 11. The Board will be asked to make a presentation. Captain Smith will MC the event.

COWLITZ INDIAN TRIBE SERVICE CONTRACT

Bartel advised that the Cowlitz Tribe Council approved the contract with the District. There were a couple of minor language corrections from the last version adopted by the Board. Discussion. Motion by Bartel to adopt the revised contract as presented. Second Town. No further discussion. Motion passed unanimously. Tribal representatives present for the signing of the contract.

Meeting recessed at 3:20 p.m. to break for 20 minutes for the formal signing of the Cowlitz Tribe contract. Introductions, photos and socializing. Meeting resumed at 4:15 p.m.

Bartel read the press release from the Cowlitz Tribe. All are invited to the ground breaking this Sunday, February 14 at 2 p.m.

STAFF REPORTS

Yager reported the surplus engine may have been sold today. Spoke with the potential buyer. They may be interested in other apparatus and equipment to District might have in surplus. Staff is recommending the surplus of at least one brush rig. The fleet is under evaluation. There may be other apparatus to surplus. More information to follow.

Streissguth advised that the State Auditor has approved postponing the District's audit cycle to 2017. It will cover 2015-16 finances and 2014-16 accountability.

Continuing to receive proposals for the new phone system. Several vendors are providing information. Time consuming process, may be another couple weeks before everything is in for review.

Staff is working on gathering the information for the reimbursement of the State Disaster declaration for the mud slide and tornado in December.

Update on Wildland reimbursements. There was approximately \$153K outstanding on January 1. YTD receivable is \$130,577. WSP has been excessively slow to pay. Wildland invoices billed to the State for the 2015 season totaled about \$822K. Town expressed concern over the District fronting such a large amount of funds. Oliver working on policy/guidelines for participation in Wildland operations.

Working on an amended budget to capture actual figures and program changes since adoption in November 2015. Staff is planning to meet next week to discuss recommended changes. Discussion. Finance committee meeting scheduled at 1:30 p.m. on February 24. Budget revisions will be presented to the full board the following meeting.

BVFF PENSION VOLUNTEER BENEFIT

Staff report from Chief Yager proposing a change in volunteer benefits to encourage retention. Discussion. Motion by Bartel to approve the District to cover 100% of BVFF pension contribution costs for those volunteers in good standing who have completed at least 3 years of service and made at least one co-pay into the BVFF pension program. Second Babcock. No further discussion. Motion passed unanimously.

OLD BUSINESS

Yager advised that the Verizon cell tower contract is almost ready to go. It is a large document. Should be vetted and ready to go in the next few days and available to present at the February 24 meeting.

NEW BUSINESS/OTHER

None.

LATE AGENDA ADDITIONS

None.

CITIZEN COMMENTS

None.

EXECUTIVE SESSION

None.

No further discussion. Meeting adjourned at 4:32 p.m.



Attest, Ron Oliver
Interim Chief Administrative Officer



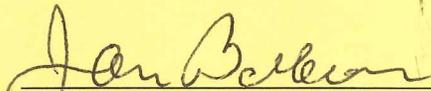
CLARK COUNTY FIRE & RESCUE CONSENT AGENDA February 24, 2016

1. Minutes – February 10 General Meeting
2. Pre-paid Invoices
 - \$ 28,136.75 (CCFR)
 - i. Check Nos. 12768–12815
 - \$ 721.02 (FFFB)
 - i. Check Nos. 12816–12820
3. Current Invoices
 - \$ 11,602.74 (CCFR)
 - i. Check Nos. 16152–16180
 - \$ 587.17.02 (FFFB)
 - i. Check No. 16151
4. Approved Commissioner Stipends Payable February 29

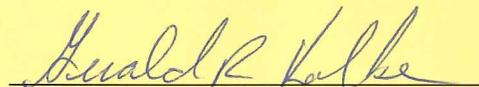
Name	For the Period January 16 thru February 15					Educ	Other	Total
	Regular Meeting	Committee Meeting	RFA Mtg	Assn Meeting				
Babcock	2	1				2 – 1*	4	
Bartel	2						2	
Johnson	2	1				2	5	
Kolke	1		1	2		1 – 1*	4	
Town	2					1	3	

* Per February 10, 2016 Discussion

5. Voided/Destroyed Claims/Payroll Warrants
 - None



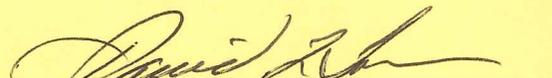
 Jon Babcock



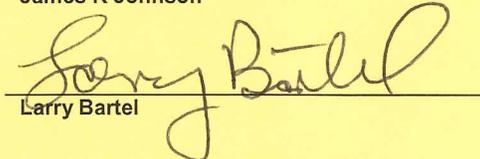
 Jerry Kolke



 James R Johnson



 David Town



 Larry Bartel

Staff Report



To: Commissioners, Chief Administrator Oliver, Division Chief Dawdy

From: Dan Yager, Administrative Division Chief

Date: 1/27/2016

Re: BVFF Volunteer Pension Benefit

Historically, the annual \$60 pension contribution to the Board for Volunteer Firefighters has been split 50/50 between the District and the interested volunteer. There are generally only 10-15 members who participate in this program.

As an additional benefit to promote volunteer longevity, we propose paying 100% of the pension contributions for all volunteers with 3 years of service completed as of January 1 of the year payment is due. Additional conditions are that the volunteer has made at least one pension contribution co-pay and that they are current with their training and response requirements.

Should everyone remain up to date, there are currently 13 members who will meet the proposed guidelines on January 1, 2017. There are an additional 8 members who have or will hit the 3 year mark this year, but have not yet made a contribution to the pension program. The estimated *additional* cost to the District would be between \$390 and \$630, dependent on 2016 participation. This represents only half the total cost, but the District is already obligated to contribute 50% for those members desiring to participate in the program.

Over the next four years we project the total annual cost to be \$750 to \$1,200. Historically, specific individuals in the 3-5 year range come and go, but the overall total is pretty consistent so this should be a fairly stable number. There are a handful of members in the range of 19-21 years of service. They will drop off once they hit 25 years – the maximum number of contributions allowed.

Of the incentives available to our volunteers, this is a relatively inexpensive method to encourage and reward volunteer longevity.

Recommendation that the Board approve funding the expansion of the District's volunteer retention benefits whereby the District will cover 100% of the BVFF pension program contribution for those compliant volunteer members who have completed 3 years of service and have provided at minimum one year of contribution co-pay.