



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

August 24, 2016

Meeting called to order by Commissioner Babcock at 4:01 p.m.

Flag Salute lead by Chair Babcock.

Present: Commissioners Jon Babcock, Bob Johnson, Larry Bartel, Dave Town, Stan Chunn, Ken Ayers. Chief John Nohr. Division Chiefs Dan Yager, Tim Dawdy, Mike Jackson. Recording Secretary Kathy Streissguth. Commissioners Dave Lester and Jerry Kolke excused.

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

Motion by Commissioner Bartel to approve the consent agenda as presented. Second Commissioner Town. No discussion. Motion passed unanimously.

COMMUNICATIONS

Reminder about the Woodland Chamber of Commerce After Hours event on Thursday, August 25. Advised that the Port of Ridgefield is cancelling their annual picnic per recommendation of the State Auditor. No Board members will attend this year's WFCOA Health Care workshop. Expect that staff will attend or get the information. Woodland Action Council thank you to the Station 29 crew, Local 3674 and The CCF&R Volunteer Association for their donation of \$500 in school supplies to the Woodland School District. Letter of thanks from La Center PD to Captain Blaine Dohman, Dan Ferber and Jacob Sawyer for their participation at La Center's Nation Night Out event. Received the certification documentation for the August 2 election from the Clark County Auditor's office. Letter from the Washington Finance Officers Association acknowledging Kathy Streissguth's eight years as a Professional Finance Officer. Informational letter from Liz Loomis sharing her company's 9 of 10 win record on their assistance with ballot measures.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

No meeting. No report.

EMS Council

No meeting. No report.

Fairgrounds Fire Facility Board

No meeting. No report.

Finance Committee

No meeting. No report.

RFA Committee

Next meeting. No report.

Commissioner Updates

None.

DISTRICT SECRETARY/FIRE CHIEF REPORT

Discussed the monthly staff reports. Have directed staff to create more standardized and consistent reports. The new reports will be provided by each Division at the first meeting of the month for the prior calendar month. There are no reports for this meeting. The information has pretty much already been covered at the workshop or the previous meeting.

Chief Nohr presented a revised strategic plan timeline. The orientation meeting will get the participants up to speed on what we're trying to do. Solicited a recommended list of outside participants. Reviewed the preliminary list. Discussion. Commissioners Babcock and Bartel indicated they would be available for all four days. Others will check their schedule and confirm. Requesting the participation of the three city mayors or a council designee; a representative from the Ridgefield, La Center and Woodland school districts; a representative from the two port districts – Ridgefield and Woodland; recommended Tevis Laspa as the citizen at large; also representatives from the Cowlitz tribe, Meadow Glade neighborhood association and Columbia Adventist Academy. Would like at least one person from law enforcement; we regularly deal with four agencies. The letters of invitation are drafted; Chief Nohr would like to send them out by August 30. There will also be representatives from various CCF&R personnel.

Chief Nohr reported on the recent volume of incidents. Discussed what occurred with the grass and garage fires on Friday, August 19 which were dispatched right on top of one another. The homeowner on the garage fire felt the response delay was excessive. Chief Nohr reviewed the circumstances of the call and response. Initial information shows it was 11 minutes from call received to first unit arrival. It was less than 2 minutes from when CCF&R found out about the garage fire to the first CCF&R unit arrival. There appears to be a 3 minute delay at dispatch from call receipt to any unit being dispatched. Chief Nohr has asked for the audio records and if there is an anomaly will request further investigation.

MEETING DAY/TIME CHANGE – RESOLUTION NO. 160824-1

Discussed the proposal to move the Board meeting day and time to accommodate the new Board members' schedules. Motion by Commissioner Bartel to adopt Resolution No. 160824-1, a resolution moving the regular CCF&R Board meetings to the second and fourth Thursdays of the month at 4:00 p.m. Second Commissioner Babcock. Chief Nohr advised there is a conflict with the Fairgrounds Fire Facility Board meeting, which is normally held the second Thursdays of every other month.

He has contacted District 6 Chief Jerry Green and future FFFB meetings will be held on the second Wednesday at 4:00 p.m. Due to a Clark 6 scheduling conflict, the next FFFB meeting will be held 4:30 p.m. on September 8. No further discussion. Motion passed unanimously.

CLARK 2 FISCAL ASSET CONSOLIDATION – RESOLUTION NO. 160824-2

Discussed the need to formally consolidate the Clark 2 assets into CCF&R. Motion by Commissioner Bartel to adopt Resolution No. 160824-2, a resolution requesting Clark County initiate the consolidation of the Clark County Fire District 2 cash, investments and tax levies into CCF&R. Second Commissioner Town. No discussion. Motion passed unanimously.

RFAPC – CCF&R REPRESENTATION

The RFA Planning Committee is to have three elected officials from each agency. With the merger of Clark 2, CCF&R now has three instead of the six previously representing the two agencies. Discussion followed on who will represent the District. Commissioners Bartel and Babcock both stressed the importance of having at least one former District 2 commissioner on the Committee. Commissioner Chunn indicated he would like to continue to participate. Commissioner Bartel asked if representation is limited to three or could there be more. Commissioner Chunn commented that it has been difficult enough for Woodland to get three council members to the meeting. Adding more could be challenging. Action tabled to the September 8 meeting when all members may be in attendance. Commissioner Bartel asked to hold a discussion to gather the Board’s views on the changes needed to the RFA plan prior to the next RFA Planning Committee meeting.

OLD BUSINESS

None.

LATE AGENDA ADDITIONS

None.

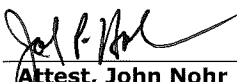
CITIZEN COMMENTS

None.

EXECUTIVE SESSION

Moved to executive at 4:32 p.m. to discuss the City of Woodland protection services contract. Anticipated length of session 28 minutes (to resume at 5:00 p.m.). No action anticipated. Meeting extended at 5:02 p.m. for 15 minutes. Meeting resumed at 5:17 p.m.

No further discussion. Meeting adjourned at 5:17 p.m.



Attest, John Nohr
Fire Chief/District Secretary

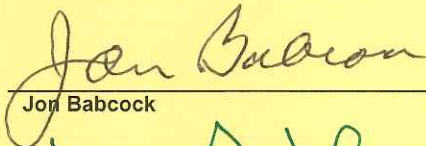


**CLARK COUNTY FIRE & RESCUE
 CONSENT AGENDA
 August 24, 2016**


1. Minutes
 - August 10 Workshop
 - August 10 General Meeting
 - August 18 Continued Meeting
 - August 18 – Clark 2
2. Pre-paid Invoice
 - \$1,023.29 (CCFR)
 - i. Check No. 16793
3. Current Invoices
 - \$48,754 (CCFR)
 - i. Check Nos. 16794 – 16819
 - \$ 4,511.16 (FFFB)
 - i. Check Nos. 16820 – 16822
4. Approved Commissioner Stipends Payable August 31

Name	For the Period July 16 thru August 15					Total
	Regular Meeting	Committee Meeting	RFA Mtg	Assn Meeting	Educ Other	
Babcock	2					2
Bartel	2					2
Johnson	2					2
Kolke	2					2
Town	2					2


5. Voided/Destroyed Claims/Payroll Warrants
 - None



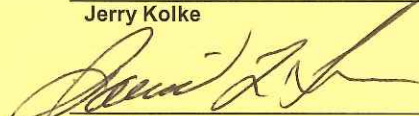
 Jon Babcock



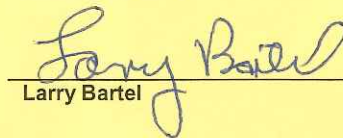
 Jerry Kolke



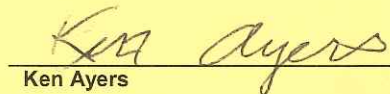
 James R Johnson



 David Town



 Larry Bartel



 Ken Ayers

 Dave Lester



 Stan Chunn



CCF&R 2016 Strategic Planning Process

Timeline

- May-Sept. Gather background information**
- Review internal processes and documents
 - Solicit information from employees, associated agencies, and community members
- August 22 Develop invite list for process participants**
- Review invitee list with Board at August 24 meeting
- September 6 Send invitations to participants**
- September 29 Orientation meeting (*full day*)**
- Develop Vision, Mission, Values, Reputation, and Position
- Oct. 17-18 Develop Strategic Imperatives (*1-2 full days*)**
- Identify perceived threats
 - Develop objectives
 - Develop initiative action plans
- November 7 Implementation planning meeting (*full day*)**
- Review strategies
 - Review and revise initiative action plans
 - Review supporting budget
 - Develop monitoring schedule for plan progress
- December 14 Draft plan distributed to Board for final review**
- January 11 New CCF&R Strategic Plan adopted by Board**



Meeting Date

8/24/16

Stated purpose of this executive session:

- To consider matters affecting national security.
- To consider the selection of a site or the acquisition of real estate.
- To consider the minimum price at which real estate will be offered for sale or lease.
- To review negotiations on the performance of publicly bid contracts.
- To receive and evaluate complaints or charges brought against a public officer or employee.
- To evaluate the qualifications of an applicant for public employment.
- To review the performance of a public employee.
- To evaluate the qualifications of a candidate for appointment to elective office.
- To discuss with legal counsel representing the agency (present or via telephone conference) matters relating to agency enforcement actions.
- To discuss with legal counsel representing the agency (present or via telephone conference) litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party.
- To discuss collective bargaining negotiation strategies.

Meeting recessed at	<u>1632</u>	Hrs
Anticipated length of session	<u>20</u>	Mins
Announcement of extended session	<u>1702</u>	Hrs
Anticipated extended length of session	<u>15</u>	Mins
Meeting resumed at	<u>1717</u>	Hrs

Action anticipated YES NO

Reference RCW Chapter 42.30