



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

June 8 2017

Meeting called to order by Commissioner Kolke at 4:00 p.m.

Flag salute.

Present: Commissioners Jerry Kolke, Stan Chunn, Jon Babcock, Larry Bartel, Bob Johnson, Dave Town, Ken Ayers, Dave Lester. Chief John Nohr. Division Chief Dan Yager. Division Chief Mike Jackson had a flat tire; enroute. Recording Secretary Kathy Streissguth.

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

Motion by Commissioner Johnson to approve the consent agenda as presented. Second Commissioner Babcock. Motion passed unanimously.

COMMUNICATIONS

Amateur Radio Club invitation to their Field Day event on June 24. Commissioner Johnson approved to attend. Chief Nohr shared concerns over expressed by a Ridgefield citizen regarding lack of department involvement in the ilani Resort fireworks display Memorial Day weekend. Commissioner Town reported there were road closures that affected the local residents. Chief Nohr advised a fire engine was available and the display was performed safely by a professional company. The Tribe actually does own the road fronting the resort (Cowlitz Way). Discussion. Chief Nohr will contact Resort personnel to request pre-notification of any scheduled road closures that might impact emergency operations.

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

No meeting. No report.

Commissioner Updates

Chief Nohr and Commissioners Kolke, Town, Johnson, and Bartel attended the Fire Cadet graduation ceremony on Tuesday. Many are continuing their fire science education and are transitioning to volunteer status with CCF&R.

STAFF REPORTS

No report for PIO/Fire Marshal. DVC Dawdy out on medical leave. Work is transitioning to Jackson, Yager, and Nohr.

Administrative Services

May report summarized by DVC Yager. Two additional on the job injuries occurred since the report was completed. Staff is working on a plan to mitigate future instances. Also compiling a list of injuries and the impact on the budget. We should anticipate a large increase in our future L&I premiums. Most injuries have been muscular skeletal injuries occurring during training and physical fitness exercises. Commissioner Lester asked about participating in a pool to mitigate costs. Commissioner Bartel advised that the Risk Management Group has looked into it, but we aren't big enough. The issue has been forwarded to the State Chiefs and Fire Commissioners Associations. Commissioner Chunn requested a copy of the results report from the safety committee. DVC Yager reported that the safety committee is reinvigorated and meeting regularly. Shared an update on the potential property site for a new Ridgefield station. The District has signed a contract with architect Karl Johansson to assess the property on the logistics of how and if it will work for constructing a fire station.

Operations/Prevention

May report summarized by DVC Jackson. Chief Officer station inspections began this week. The radio system switchover also occurred this week. Commissioner Bartel asked about resort response. Chief Nohr reported there were 36 incidents in the first 30 days. DVC Jackson advised that their communication regarding code compliance has been great. Commissioner Kolke recommended sending out a press release on the cadet graduation; awards received, how many are transitioning to volunteer, how many are continuing on to a higher level of emergency service education, etc.

District Secretary/Chief

May report summarized by Chief Nohr. Reminder that DVC Dawdy is retiring the end of June. A recognition of service event is planned for June 30. He will return to work as a part time employee (8 hours per week) in July as we would like to continue utilizing his PIO skills and relationships with the safety team at the resort for a period of time. A contract for this work has been drafted by legal counsel for review. Advised that the high number of injuries sustained by line personnel are significantly impacting the overtime budget. Currently discussing ways to mitigate overtime costs with the Union. Opened negotiations with the Battalion Chief unit and we are making progress on the

new contract. Attended the Big Paddle on Saturday, June 3. The fire boat led the paddlers out and back. Commissioner Babcock reported there were 250 paddlers signed up. No incidents of note.

POLICY REVIEW – WORKPLACE VIOLENCE 524.11.05

Minor corrections to the language recommended by Commissioner Kolke. Discussion. Commissioner Johnson page 3, section 4 of the steps following report of an incident – refers to a separate file. Should it be separate? If separate, will that make it open to public disclosure as it's no longer part of the personnel file? Privacy concerns. Chief Nohr will review and consult with counsel if needed. Commissioner Chunn asked about our policy on public information requests related to employee files. Chief Nohr advised we do not have a written policy, but would only make available what is allowed by law. Any requests related to personnel will not be released without legal review.

OLD BUSINESS

None.

LATE ADDITIONS

None.

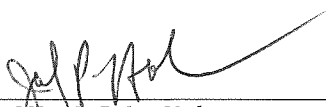
CITIZEN COMMENTS

None.

EXECUTIVE SESSION

None.

No further discussion. Meeting adjourned at 4:49 p.m.



Attest, John Nohr
Fire Chief/District Secretary

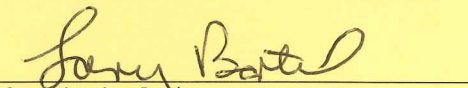


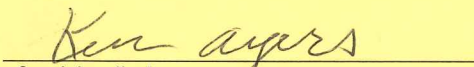
CLARK COUNTY FIRE & RESCUE CONSENT AGENDA June 8, 2017

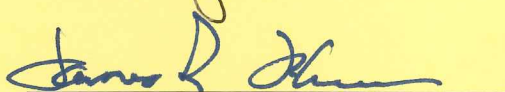
1. Minutes
 - May 25 General Meeting
2. Pre-paid Invoices
 - \$ 137,231.12 (CCFR Benefits)
 - i. Check Nos. 5938 – 5947
 - \$ 55,489.52 (CCFR DRS)
 - i. Check No. 5948
3. Current Invoices
 - \$ 1,288.28 (FFFB)
 - i. Check Nos. 17656 – 17657
 - \$ 31,395.01 (CCFR)
 - i. Check Nos. 17623 – 17655
4. Payroll
 - May 1-31 paid May 31
 - i. \$ 412,730.94 Gross
 - ii. \$ 274,574.55 ACH net
 - iii. \$ 679.18 Payroll Warrant net
 - 1. Check No. 5937
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 59,326.11 941 Tax Deposit (paid June 1)
5. May Use Tax due June 26
 - \$ 207.56 (CCFR)
6. Voided/Destroyed Claims/Payroll Warrants
 - None



Commissioner Jerry Kolke – Chair

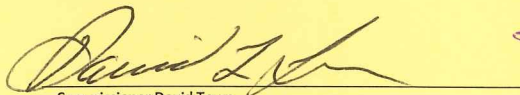

Commissioner – Stanley Chunn – Vice Chair

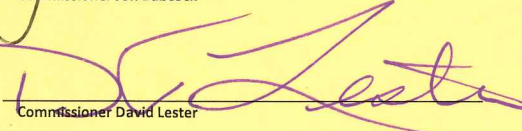

Commissioner Larry Bartel


Commissioner Ken Ayers


Commissioner James R Johnson


Commissioner Jon Babcock


Commissioner David Town


Commissioner David Lester

Staff Report



To: Commissioners, Chief Nohr
From: Dan Yager, Administrative Services Division Chief
Date: 6/5/2017
Re: May Administrative Services Update

GENERAL ADMINISTRATIVE SERVICES:

Marine Division Funding

We have completed a budget showing revenue and expenditures for 2113 to date and a proposed budget for 2018 through 2020 for the Marine Division. Mike Westby will be using it as a guide as he speaks to potential donors.

FINANCE:

Annual Reporting

2016 unaudited financial reports have been submitted to Standard & Poor's per our rating service requirements. Audited reports for 2015-16 are to be submitted upon finalization of the District's 2015-16 financial audit.

AFG Closeout Reports

The closeout reporting modules for the 2014 Smoke Alarms and 2015 LP15 grant awards opened the last week of May. Staff requested assistance from the Prevention and Operations Divisions to provide the grant data and narrative report details requested by FEMA necessary to complete the grant process.

FACILITIES & EQUIPMENT:

Facilities signs

Signage at all stations has been completed.



Engine Spec

We have started writing spec's for new engines. Steve Streissguth has had the lead on this for the last couple of engines. During that time, he has been mentoring Captain Granato so we can assure we continue to have someone educated in the process. Captain Granato is ready and is the lead this time. A committee has been formed consisting of Captain Granato, Steve Streissguth, Captain Galster and myself.

Graffiti at Station 28

The side of Station 28 was sprayed with graffiti. The Woodland Public Works Department is repainting.

Captain Galster

Captain Galster is on light duty for a bit. Some of the projects he is working on during his light duty are:

- Apparatus replacement plan
- Trickle chargers in support rigs
- Up fit the backup BC rig
- Get shop 7 ready to sale
- Apparatus repairs
- Maintenance plan

HUMAN RESOURCES:

Nothing significant to report.

SAFETY:

On The Job Injuries

We have received eight (8) on the job injury reports so far in 2017. Five (5) of those required medical treatment and one (1) also has significant time loss involved. These injuries will more than likely affect our L & I experience rating and raise our premium percentage for 2018.

Staff Report



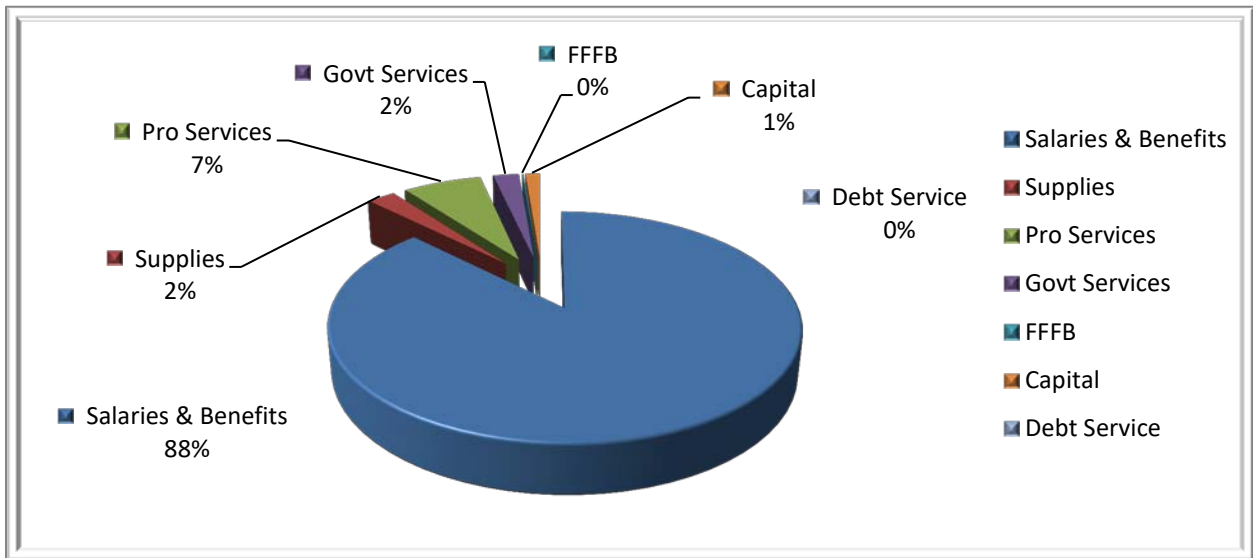
To: Commissioners, Chief Nohr

From: Chief Yager

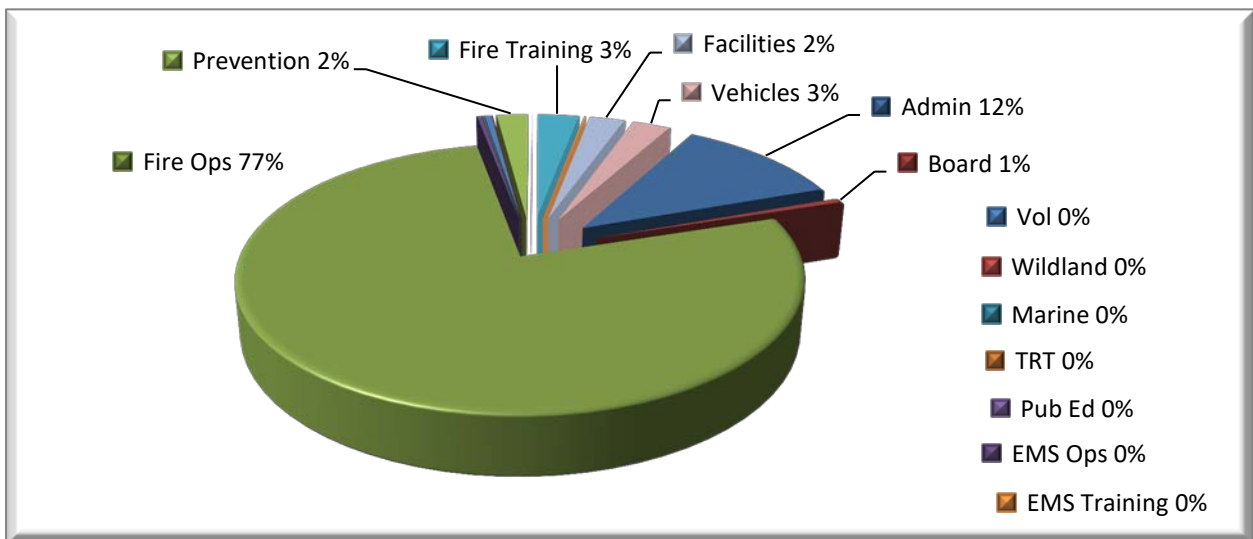
Date: June 8, 2017

Re: General Operating Fund 6228 – April 2017 Finance Report

Percentage YTD Expended by Type* – as of April 30

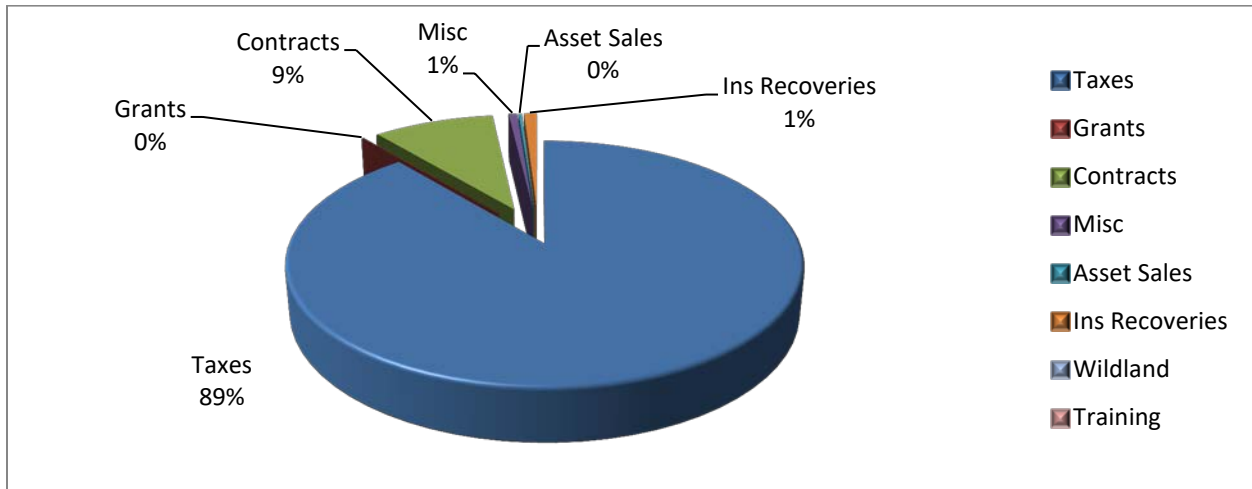


Percentage YTD Expended by Program* – as of April 30



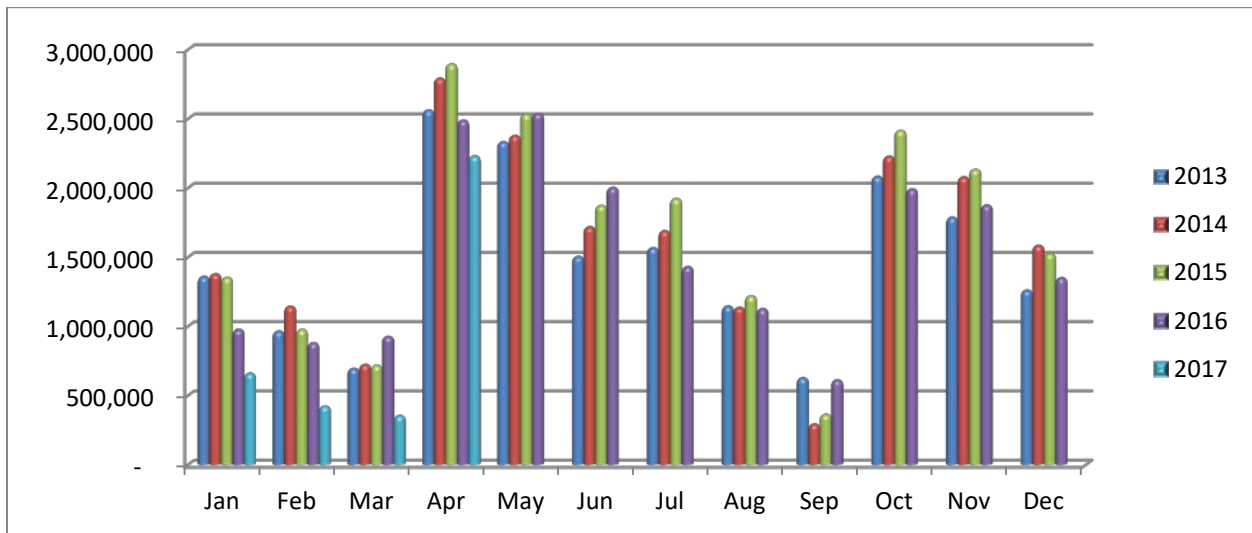
* excludes Cadet Program

Percentage YTD Revenue by Type* – as of April 30

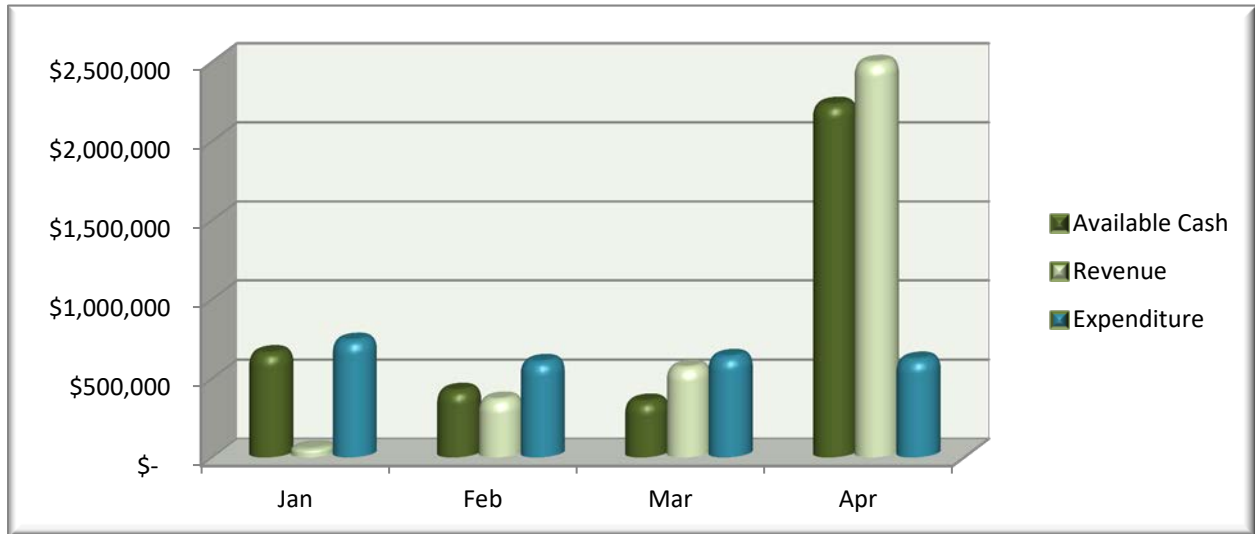


* excludes Cadet Program

Operating Cash Reserve History



Monthly Cash Flow Comparison



Fund 6228 Cash Reserves

Operating Cash

Available Cash Jan 1	1,342,727
YTD Receipts	3,481,636
YTD Expenditures	<u>2,594,508</u>
Available Cash Apr 30	<u><u>2,229,856</u></u>

Total Cash Reserves

General Operating Fund	2,229,856
Contract Education	6,369
Equipment Fund	595,732
Land Fund	368
Donation Fund	2,121
Contingency Fund	<u>15,026</u>
TOTAL	<u><u>2,849,472</u></u>

Staff Report



To: John Nohr, Fire Chief; Commissioners

From: Michael J. Jackson, Division Chief

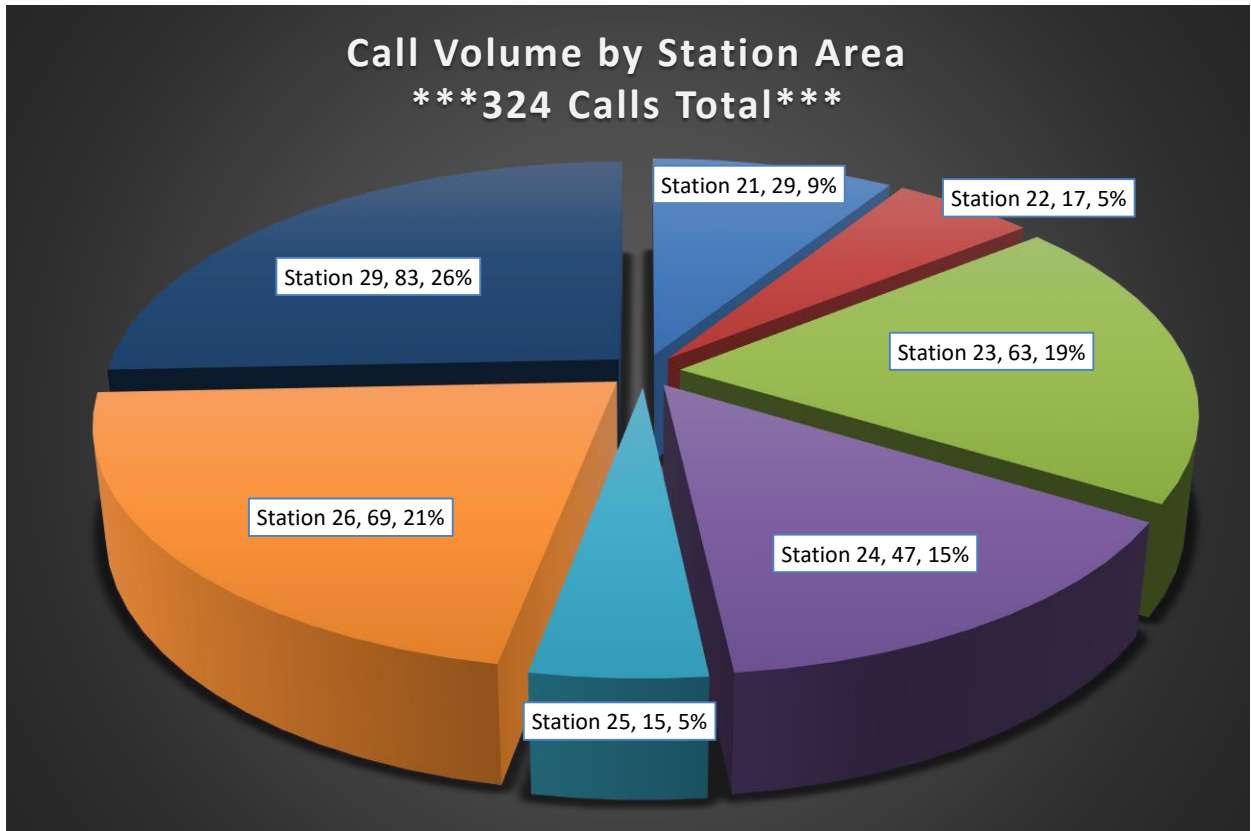
Date: 6/6/2017

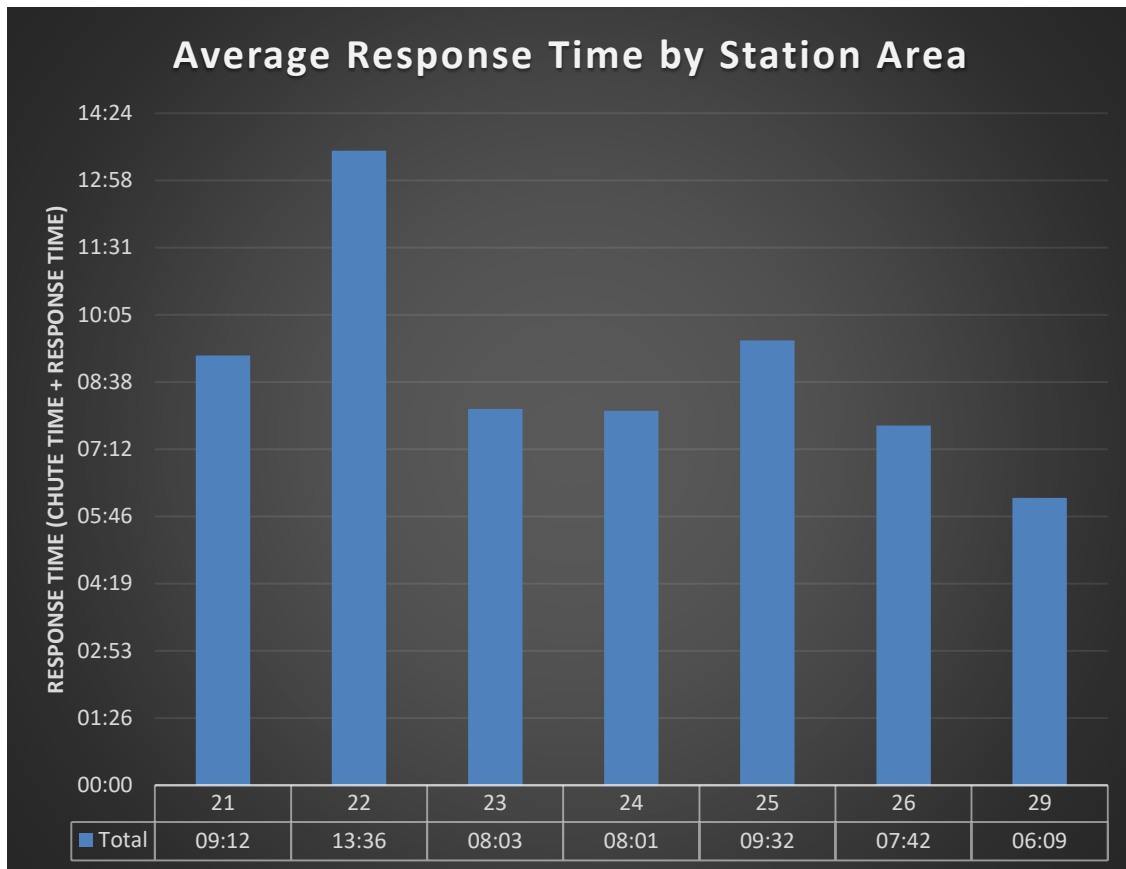
Re: Operations Staff Report- May 2017

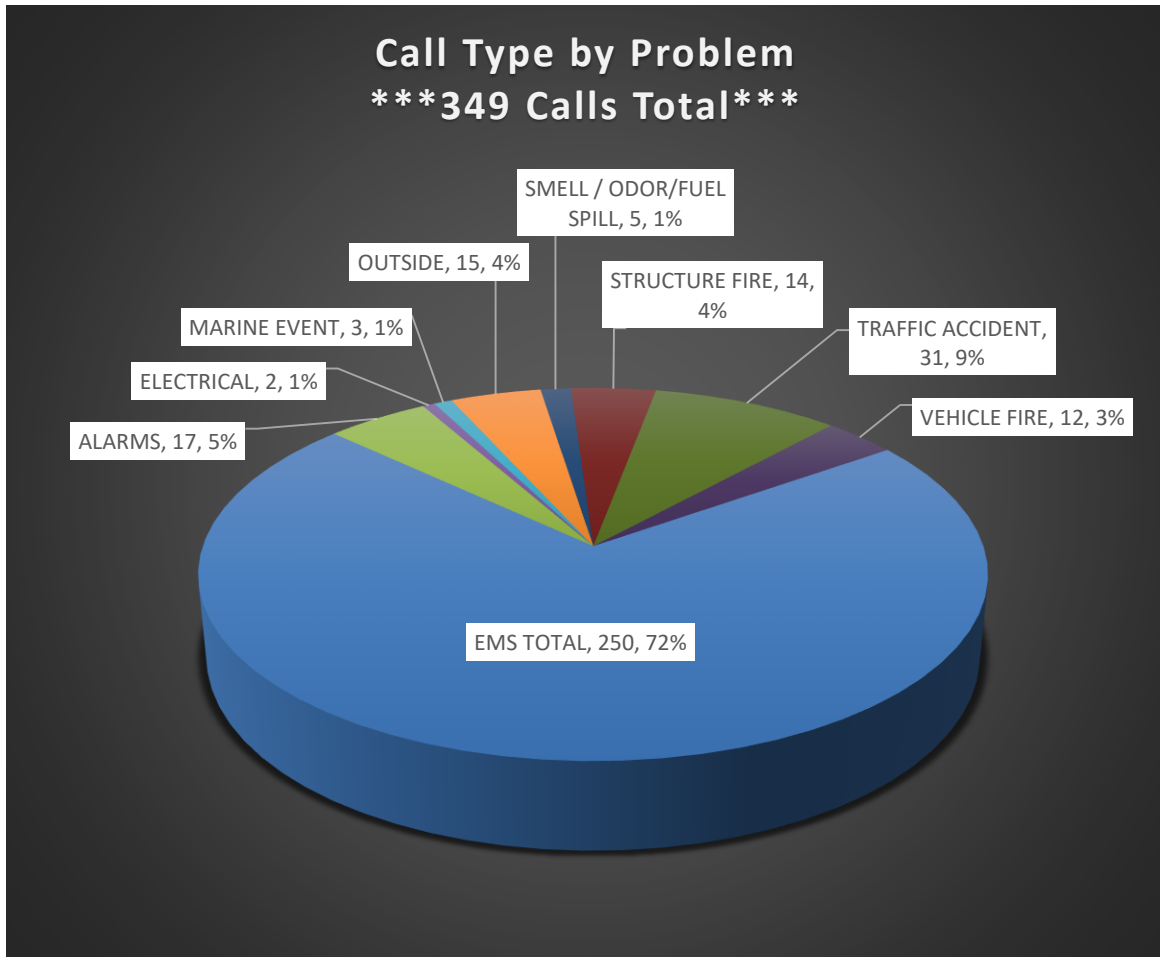
General Operations Update

- DVC Jackson Has Assumed Responsibilities from Chief Dawdy in the areas of Fire Prevention and the Volunteer Program. Chief Konkright will be taking on the coordination of the Volunteer Program.
 - Recent Reviews have included:
 - Ridgefield School Projects
 - Woodland Townhome and Apartment Projects
 - Promotional Displays on the Gaming Floor at ilani.
 - Self-storage Project in Ridgefield (S. 11th)
- Crews have been busy with preparations for facility and equipment inspections to be conducted the first week of June.
- Coordination has occurred for the radio system switch to the new P25 infrastructure that will occur on June 7th
- We are in the process of upgrading two EMT-Basics to the Paramedic Level following their own dedicated efforts for training and testing. Firefighters Bustamante and Maunu have completed their protocol test with the MPD and will begin their Field Training and Evaluation Program (FTEP) to operate as Paramedics. Captains Dohman and Lawrence will be their FTEP Evaluators and Mentors in the process.
- Captain Lawrence has continued participation with the Resource Network for Aging and Disabilities in the County to coordinate improved service and evaluate future possibilities with community paramedicine and similar programs.
- The BC's along with DVC Jackson have drafted some materials and initial pieces for upcoming promotional tests and processes for Battalion Chiefs and Captains.
- BC Lange is working with District 6 and our staff to develop a formal peer support program modeled after other successful programs. This program will offer confidential help to our members from trained peers with the goal of making a positive impact on the alarming trends in our industry with stress, depression, and suicide.
- Fast progress, led by BC Lange, continues with updates to our Operational Guidelines for consistency with our Blue-Card Incident Management system that has been adopted County-wide.

May Response Statistics

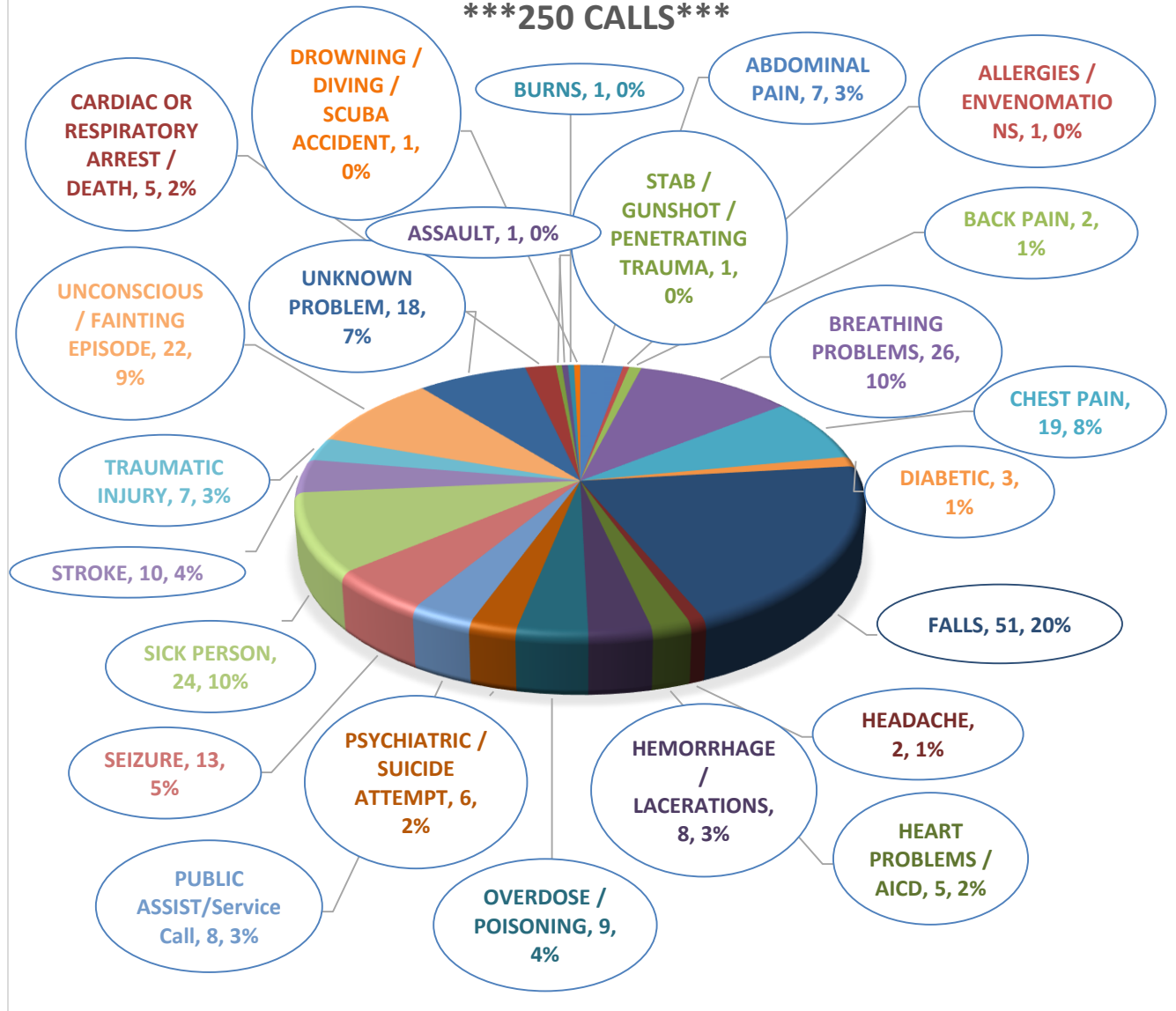




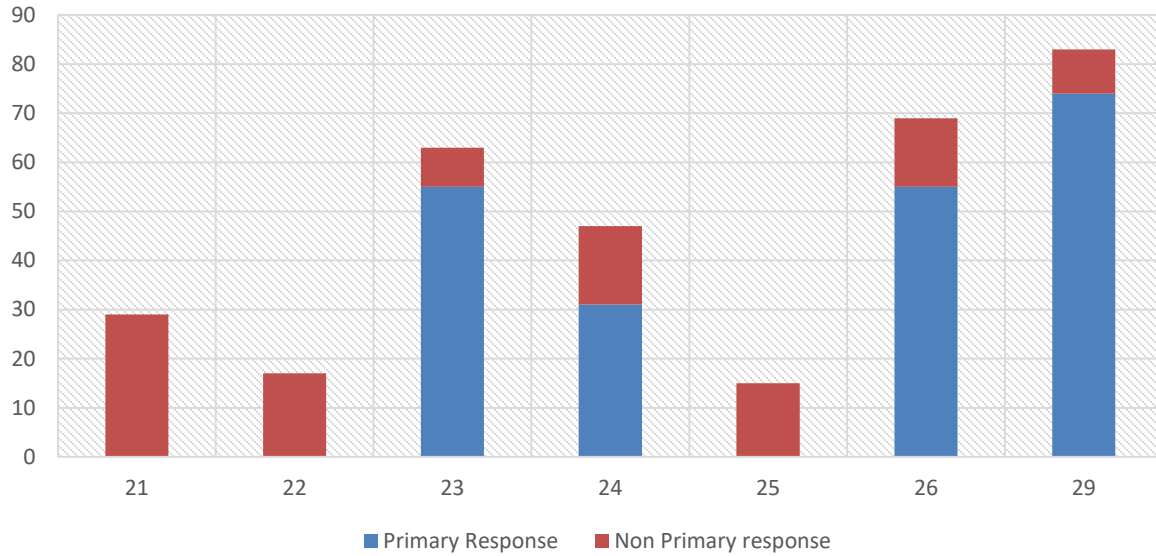


EMS BY CALL TYPE

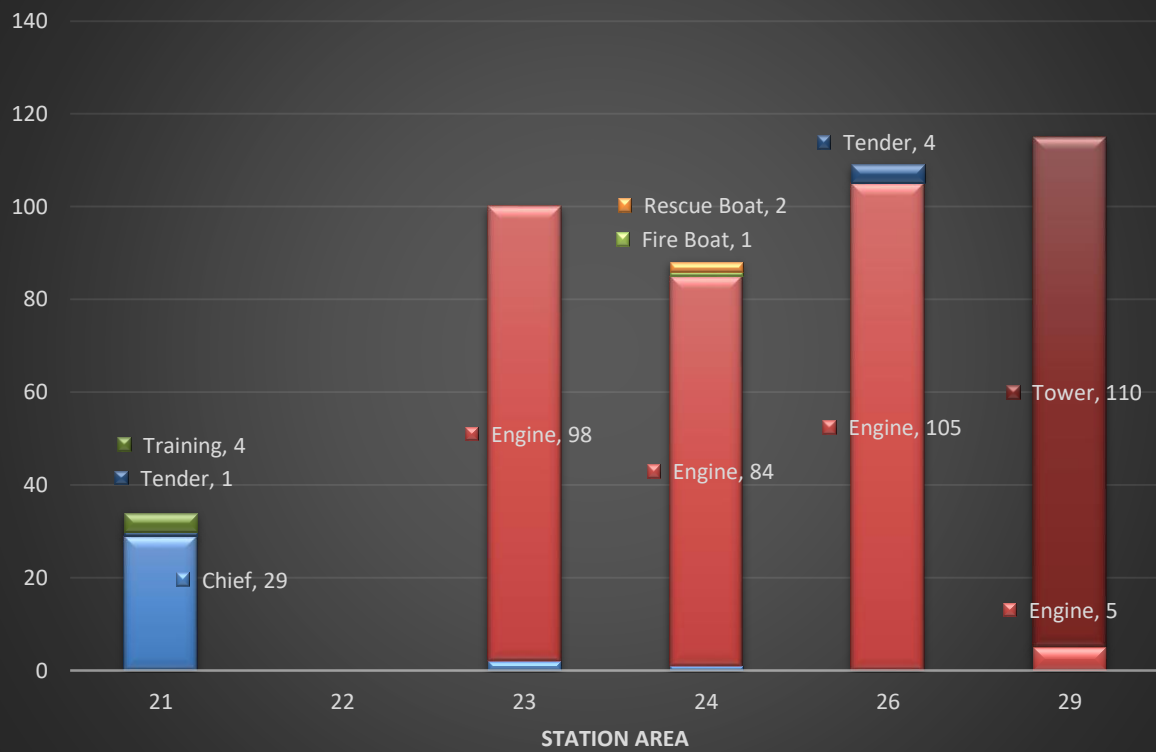
250 CALLS

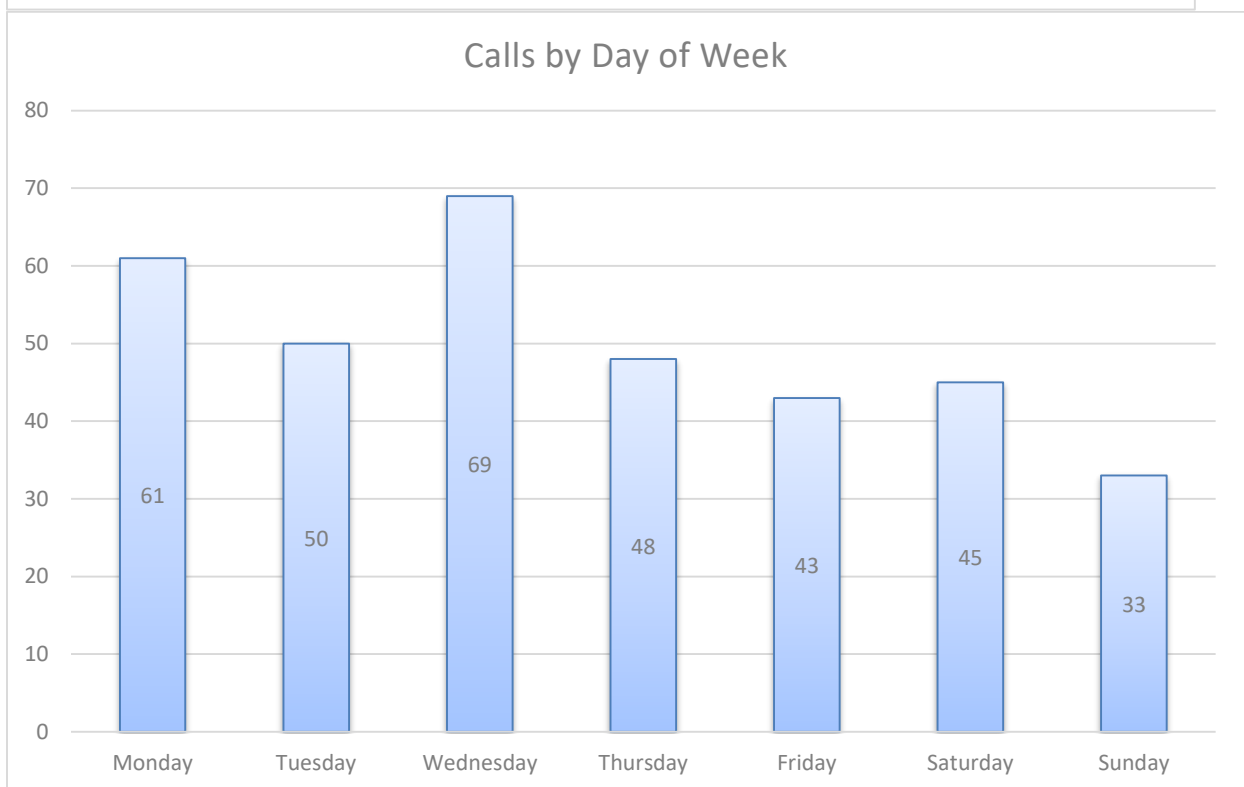
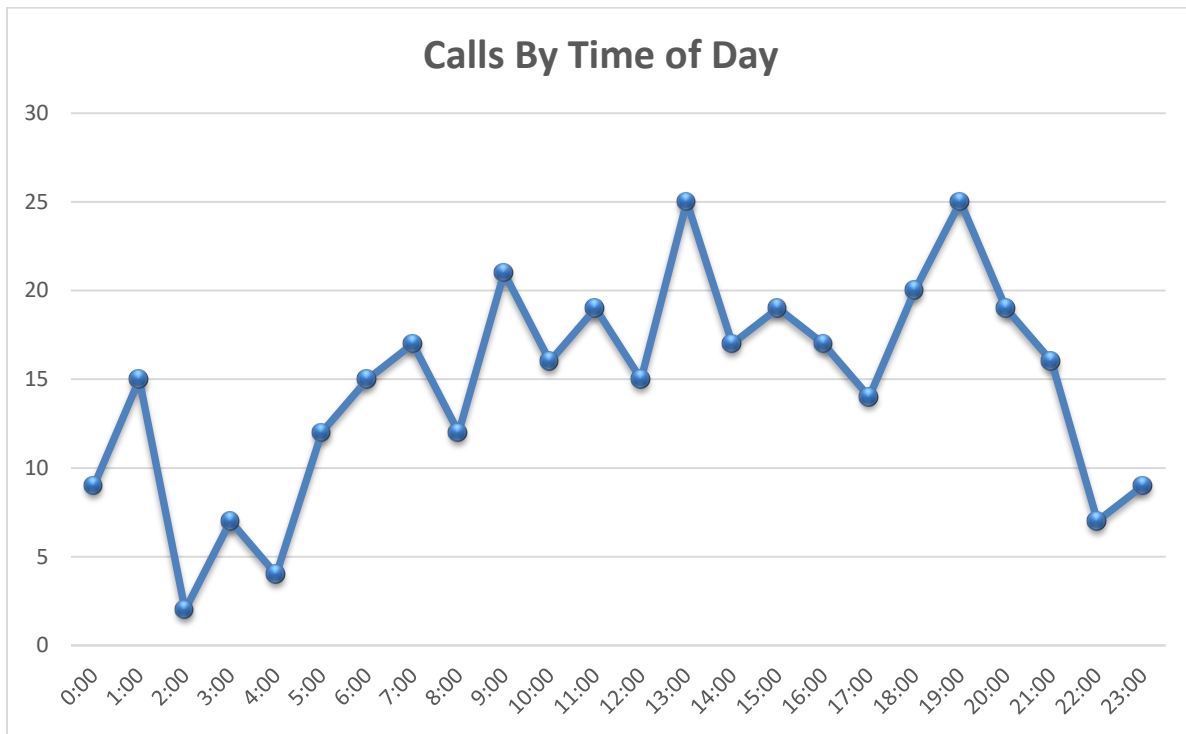


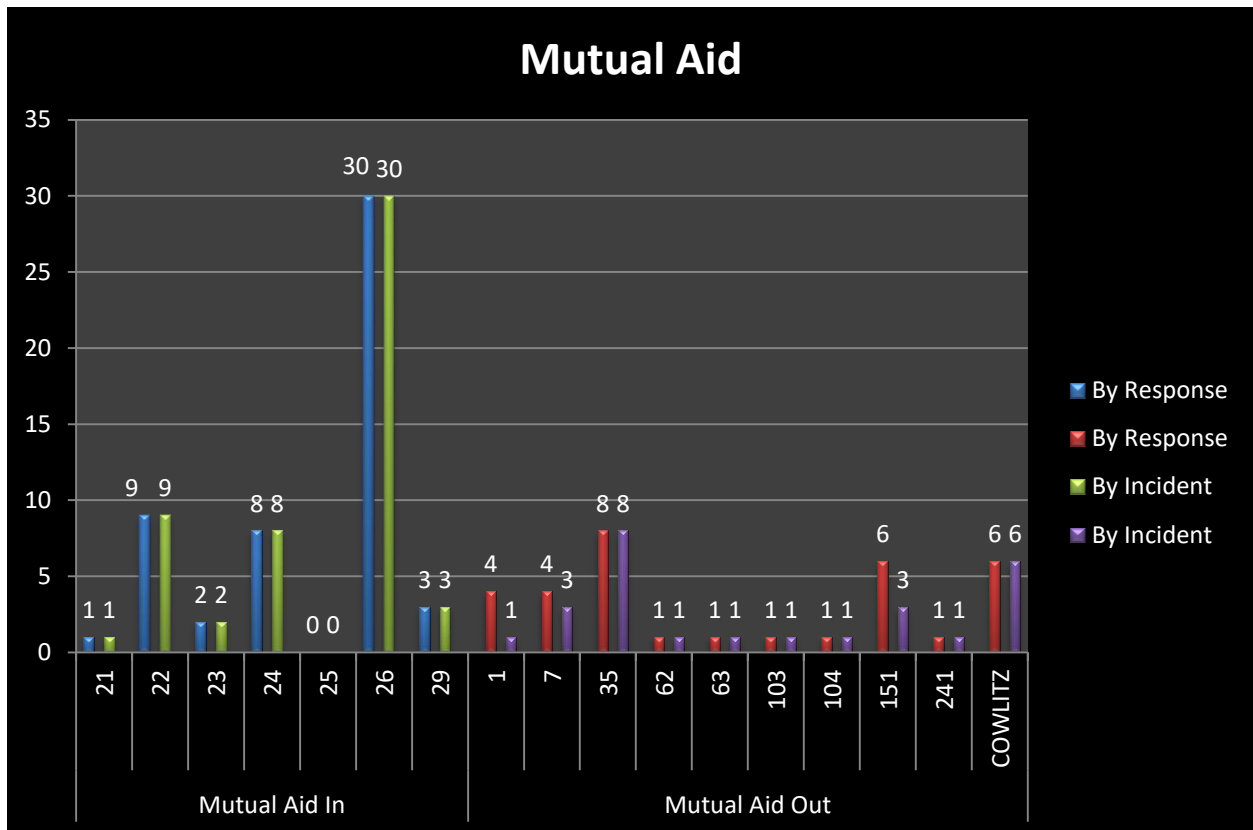
Primary vs Nonprimary Response By Station Area



Responses by Station Apparatus









Monthly Report

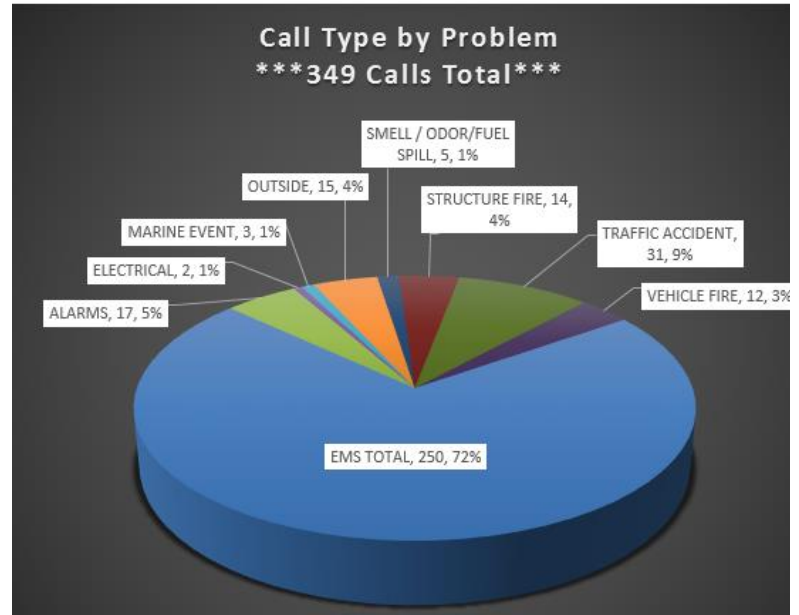
To: Commissioners
From: Chief John Nohr
Date: June 7th, 2017
Re: May Report

DIVISION CHIEF DAWDY RETIRING

Division Chief Tim Dawdy will be retiring from CCF&R on June 30th, after 24 years of service to the citizens of the District. Chief Dawdy began his fire service career as a wildland firefighter for the U.S. Forest Service in 1976. During his tenure with CCF&R, Chief Dawdy held several assignments, including Training Officer, Public Information Officer, Public Education Officer, and Fire Marshal. We wish Tim the best of times as he enters the next phase of life. A brief ceremony marking Chief Dawdy's retirement will be held at CCF&R Station 21 on June 30th from 11:00 AM to 1:00 PM.

SIGNAGE PROJECT COMPLETE

Last year, at the direction of Chief Nohr, a project was begun to ensure all CCF&R stations were clearly identified. Division Chief Dan Yager and the station captains have been working hard to ensure all of our stations are properly marked and easily identified by our public. Station 25 (Pine Grove) and Station 26 (Dollars Corner) were the final stations to have consistent signage installed. Thank you Chief Yager and staff for your great work on this project.



2 CCF&R FIREFIGHTERS OBTAIN PARAMEDIC CERTIFICATION

We are in the process of upgrading two EMT-Basics to the Paramedic Level following their own dedicated efforts for training and testing. Firefighters Paul Bustamante and Nick Maunu have completed their protocol test with the Clark County Medical Program Director and will begin their Field Training and Evaluation Program (FTEP) to operate as Paramedics. Captains Dohman and Lawrence will be their FTEP Evaluators and Mentors in the process. Congratulations to Firefighters Bustamante and Maunu, and thank you for bringing a higher level of service to the citizens of CCF&R.

CCF&R RESPONDS TO OVERTURNED LIVESTOCK TRAILER

CCF&R crews responded to a very difficult call on May 16th on NE Timmen Road just south of NE La Center Road involving an overturned livestock trailer. The trailer contained 46 cows that were in transit from Jerome, Idaho to Woodland. Crews worked closely with TLC Towing to remove and corral the animals that could be saved. In the end, 42 of the animals died in the crash or had to be euthanized due to the extent of their injuries. The driver of the vehicle was treated for minor injuries and transported to the hospital for further treatment. This incident further points out that no two days are the same in the lives of our firefighters.

FIRE CADETS VISIT NEW YORK CITY AND WASHINGTON DC

CCF&R Lead Cadet Instructor Dan Ferber took 26 Fire Cadet Students from CCF&R, CCFD3 and CCFD6 Fire Cadet Programs to WA DC and New York. They visited numerous Fire Houses, The Rock at FDNY and the 9/11 Memorial site. Each year seniors fund raise and work towards the opportunity to go on this trip and learn the History of the Fire Service.



