



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

July 13, 2017

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

Flag salute.

Present: Commissioners Jerry Kolke, Jon Babcock, Larry Bartel, Bob Johnson, Ken Ayers, Dave Lester, Stan Chunn. Chief John Nohr. DVC Mike Jackson. Recording Secretary Kathy Streissguth. Commissioner Town excused.

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

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

COMMUNICATIONS

Thank you letter from Ridgefield Councilwoman Sandra Day for the District's participation in the Big Paddle event. Thank you letters and Facebook posts over service recently provided. Recognized the efforts of Firefighters Wynand and Gratzer. Letter from the Washington Finance Officers Association (WFOA) recognizing Kathy Streissguth's 9 years as a certified Professional Finance Officer. Commissioner Babcock will forward information on the oil transit grant training facilitated by Jamie Herrera-Butler.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

Commissioner Bartel reported on the July 5 meeting. Reiterated the group's gentlemen's agreement to not submit claims under \$500. Information requests for the policy renewal has been sent to the participating agencies.

EMS Council

No meeting. No report.

Fairgrounds Fire Facility Board

Commissioner Johnson reported on the July 12 meeting. The bid was awarded last meeting, but a date hasn't been set to start on the roof replacement. Followed up on the irrigation system leak. Noted that the fire sprinkler vault was filled and had the vendor out to check the system, but they indicated that wasn't the problem. The landscaping company doesn't believe it's the irrigation system either. They weren't able to locate a leak,

and thought it might be overwatering. They shut down a few heads. Has been referred to County Public Works for further investigation.

Finance Committee

Next meeting scheduled at 2:30 p.m. on July 27.

RFA Committee

No meeting. No report.

Commissioner Updates

Commissioner Lester confirmed he mowed the field behind Pine Grove Station 25. He requested that the crews not place debris in the field – it's a mowing hazard. Commissioner Bartel attended the 4th of July Pancake Feed. Very successful. Levy information flyers were distributed to the attendees. Commissioner Johnson attended the Ham Radio operator event where a number of County agencies participated in the successful event.

STAFF REPORTS

Administrative Services

DVC Yager is out ill. June report summarized by Chief Nohr.

Operations/Prevention

June report summarized by DVC Jackson. Ilani incident activity is just under one call a day in the first two months of operation.

District Secretary/Chief

June report summarized by Chief Nohr.

POLICY REVIEW – 524.11.04 EEO & ANTI-DISCRIMINATION

Discussion. Motion by Commissioner Babcock to affirm Equal Employment Opportunity and Anti-discrimination Policy No. 524.11.04 as is (no changes). Second Commissioner Lester. No further discussion. Motion passed unanimously.

OLD BUSINESS

Commissioner Chunn asked if there was feedback from counsel regarding the release of personal information to the public. Chief Nohr will follow up.

LATE ADDITIONS

None.

CITIZEN COMMENTS

None.

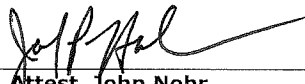
Meeting recessed for a short break at 4:25 p.m.

EXECUTIVE SESSION

Meeting resumed at 4:30 p.m. and immediately moved to executive session to discuss selection of a site/acquisition of real estate, Battalion Chief bargaining unit negotiations, City of Woodland service contract negotiations, Cowlitz Tribe contract

negotiations, and to hold a teleconference with legal counsel to discuss the active tort claim. Length of session 45 minutes. No action anticipated. Session extended 10 minutes at 5:15 p.m. Meeting resumed at 5:36 p.m.

No further business. Meeting adjourned at 5:36 p.m.



Attest, John Nohr
Fire Chief/District Secretary

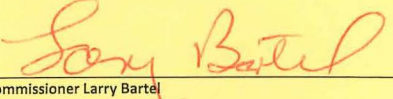


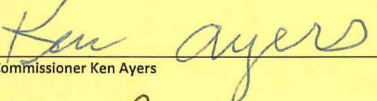
CLARK COUNTY FIRE & RESCUE CONSENT AGENDA July 13, 2017

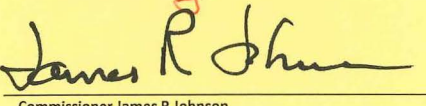
1. Minutes
 - June 22 General Meeting
2. Pre-paid Invoices
 - \$ 1,806.94 (FFFB)
 - i. Check Nos. 17682 – 17683 dated July 3
 - \$ 3,573.70 (CCFR)
 - i. Check Nos. 17677 – 17681 dated July 3
 - \$ 127,663.00 (CCFR Benefits)
 - i. Check Nos. 5950 – 5962 dated June 29
 - \$ 55,145.43 (CCFR DRS)
 - i. Check No. 5963 dated June 29
3. Current Invoices
 - \$ 3,088.80 (FFFB)
 - i. Check Nos. 17684 – 17687
 - \$ 77,202.87 (CCFR)
 - i. Check Nos. 17688 – 17732
4. Payroll
 - June 1-30 paid June 30
 - i. \$ 425,519.99 Gross
 - ii. \$ 283,462.82 ACH net
 - iii. \$ 771.27 Payroll Warrant net
 - 1. Check No. 5949
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 62,558.10 941 Tax Deposit (paid July 3)
5. June Use Tax due July 25
 - \$ 33.34 (CCFR)
6. Voided/Destroyed Claims/Payroll Warrants
 - None

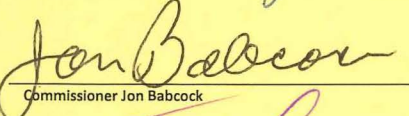

Commissioner Jerry Kolke – Chair


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: 7/5/2017

Re: June Administrative Services Update

GENERAL ADMINISTRATIVE SERVICES:

I would like to recognize Maureen Groat for her work organizing Division Chief Dawdy's retirement party. It was very well organized and planned, thanks Maureen.

FINANCE:

Credit Cards

The first quarter US Bank VISA One Card program rebate was \$765.81. We are utilizing the cards as much as possible to maximize the benefits of the program.

The Bank of America Mastercard business account is now officially closed. All remaining cards have been destroyed.

School Fire Payments

Staff have connected with Woodland Schools to ensure we receive the 2016-17 fire payment distribution. Anticipating approximately \$2,600 in additional revenue.

FACILITIES & EQUIPMENT:

Station 151

We had a significant leak in an Irrigation line which caused a large mud-hole in the yard. The leak has been repaired.

Property Acquisition for new Station

We continue to work hard on acquiring land for a new fire station to serve the West Ridgefield area. As part of the process we are completing an appraisal of the current Station 24.

HUMAN RESOURCES:

Nothing new to report.

IT SERVICES:

Phone system maintenance/repair

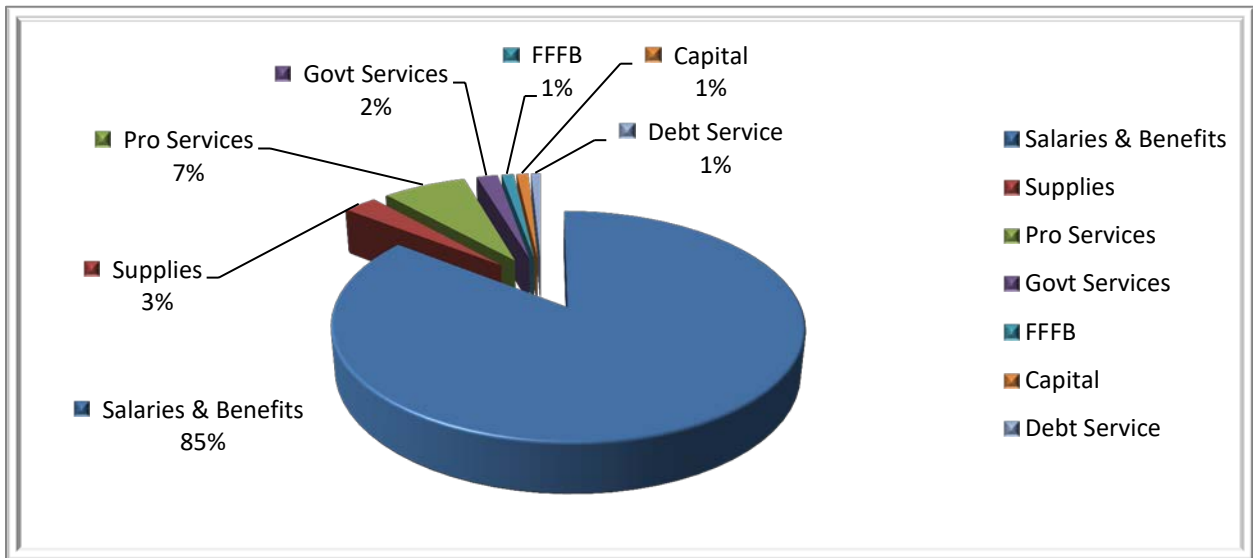
We have chosen a new company to complete maintenance and repairs on our phone system. The new company is Northwest Telecom.

Staff Report

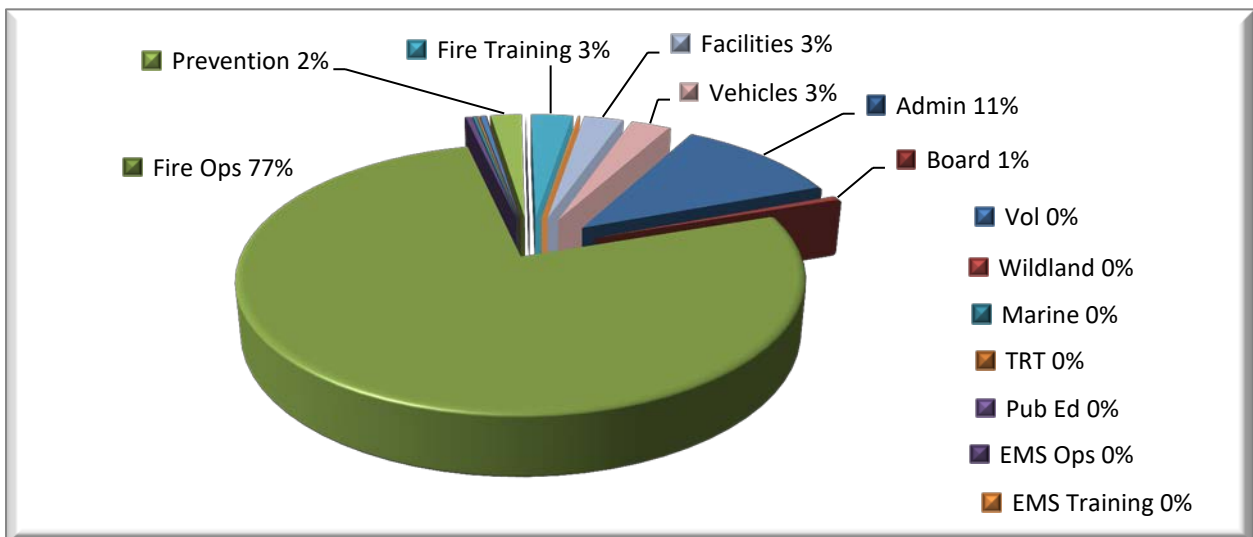


To: Commissioners, Chief Nohr
 From: Chief Yager
 Date: July 5, 2017
 Re: General Operating Fund 6228 – May Finance Report

Percentage YTD Expended by Type* – as of May 31

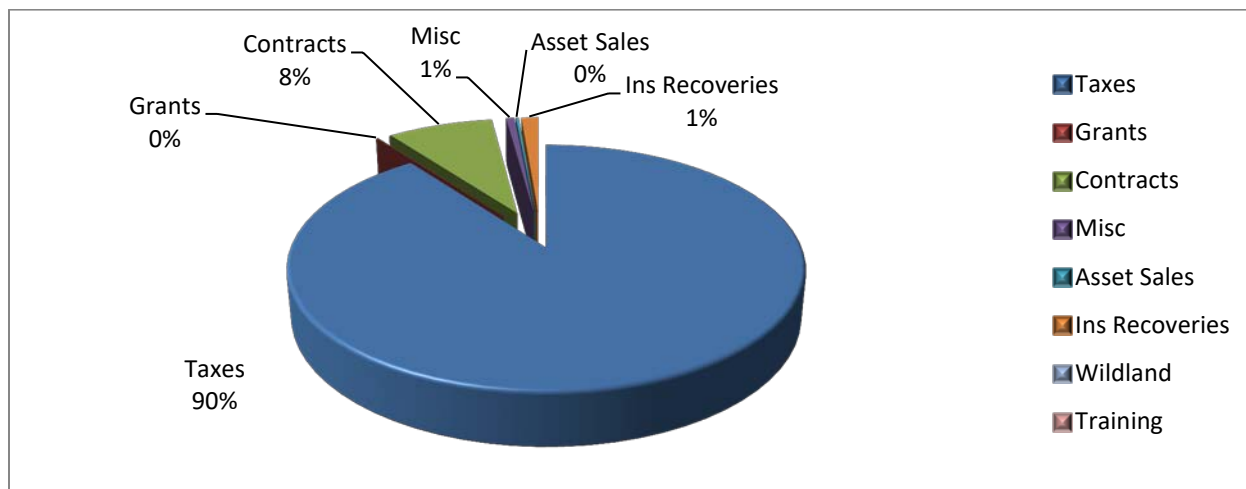


Percentage YTD Expended by Program* – as of May 31



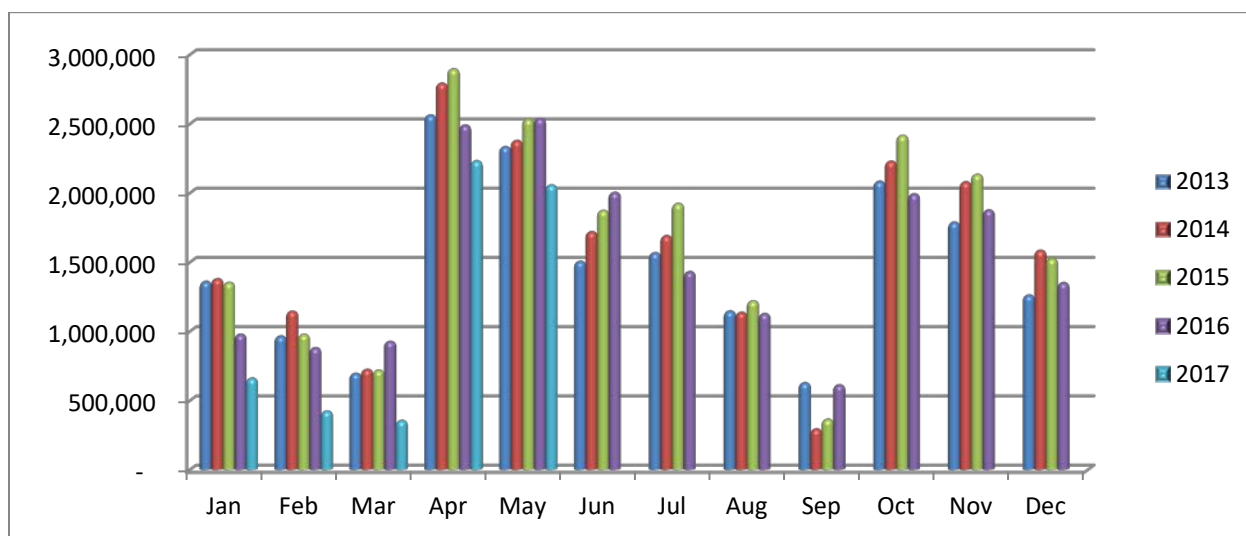
* excludes Cadet Program

Percentage YTD Revenue by Type* – as of May 31

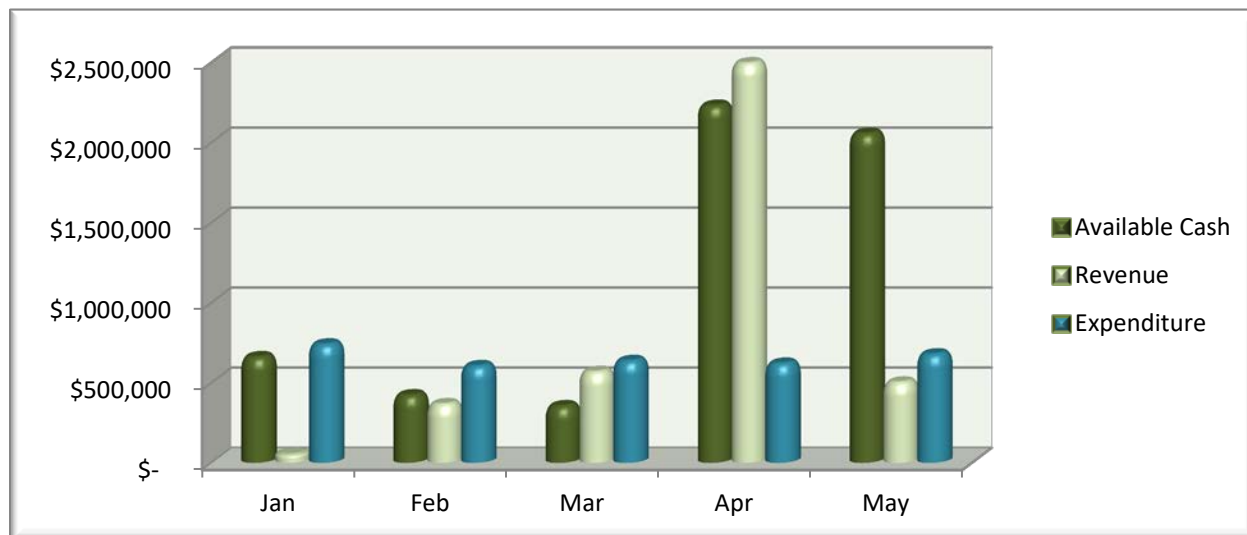


* excludes Cadet Program

Operating Cash Reserve History



Monthly Cash Flow Comparison



Fund 6228 Cash Reserves

Operating Cash

Available Cash Jan 1	1,342,727
YTD Receipts	3,982,516
YTD Expenditures	<u>3,270,624</u>
Available Cash May 31	<u><u>2,054,620</u></u>

Total Cash Reserves

General Operating Fund	2,054,620
Contract Education	6,369
Equipment Fund	596,198
Land Fund	368
Donation Fund	2,123
Contingency Fund	<u>15,038</u>
TOTAL	<u><u>2,674,715</u></u>

Staff Report



To: John Nohr, Fire Chief; Commissioners

From: Michael J. Jackson, Division Chief

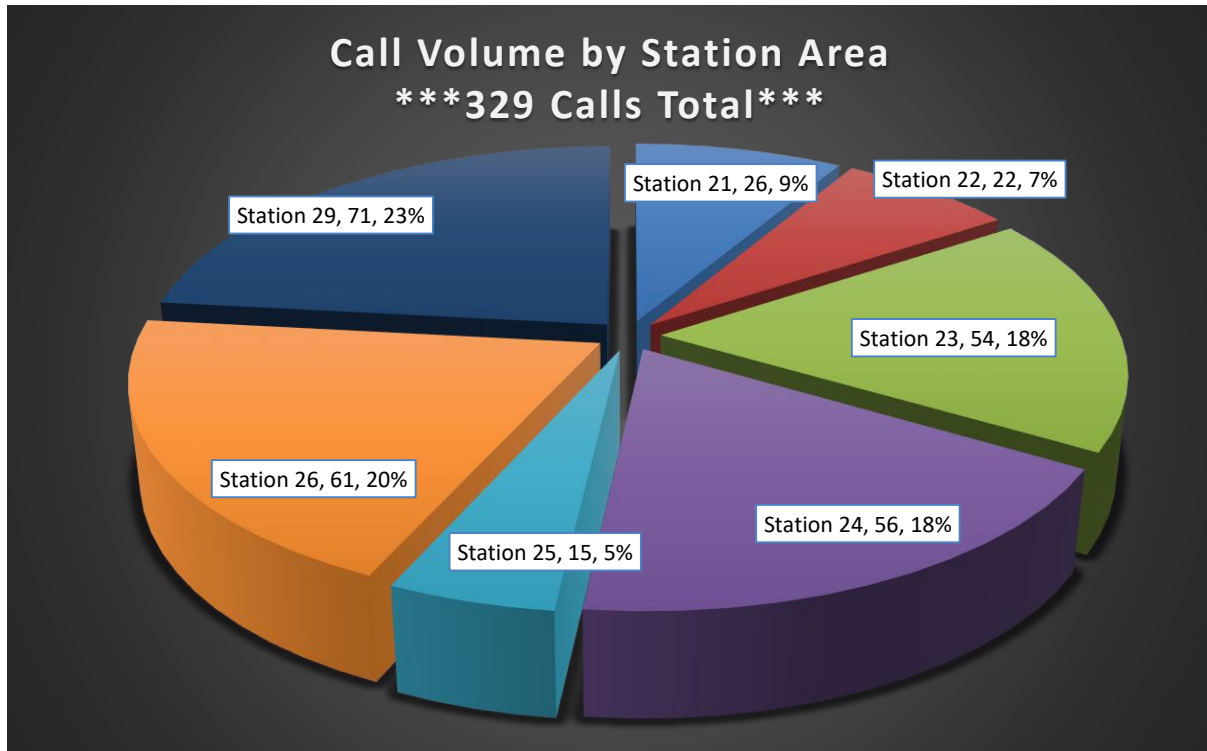
Date: 7/10/2017

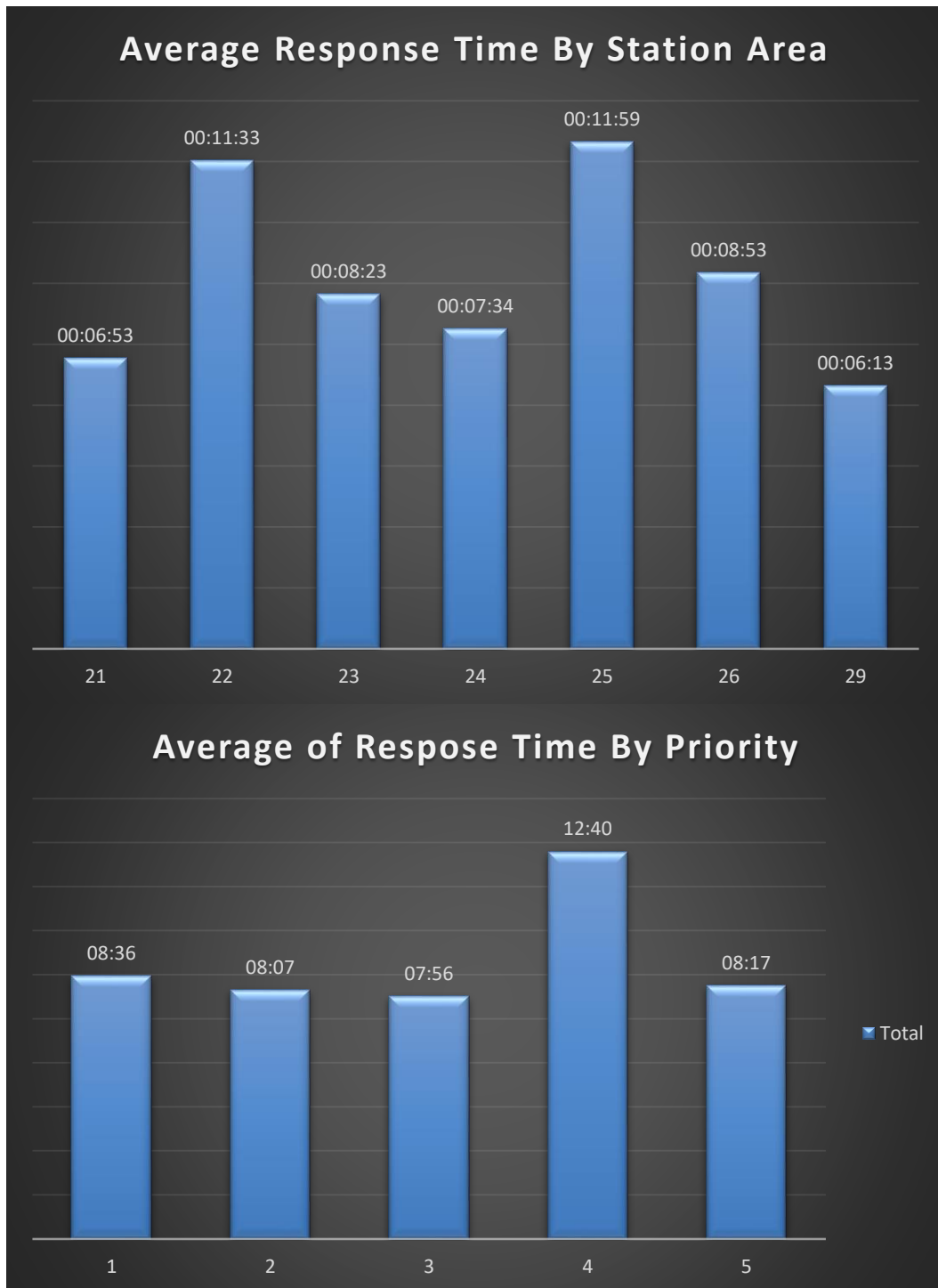
Re: Operations Staff Report- June 2017

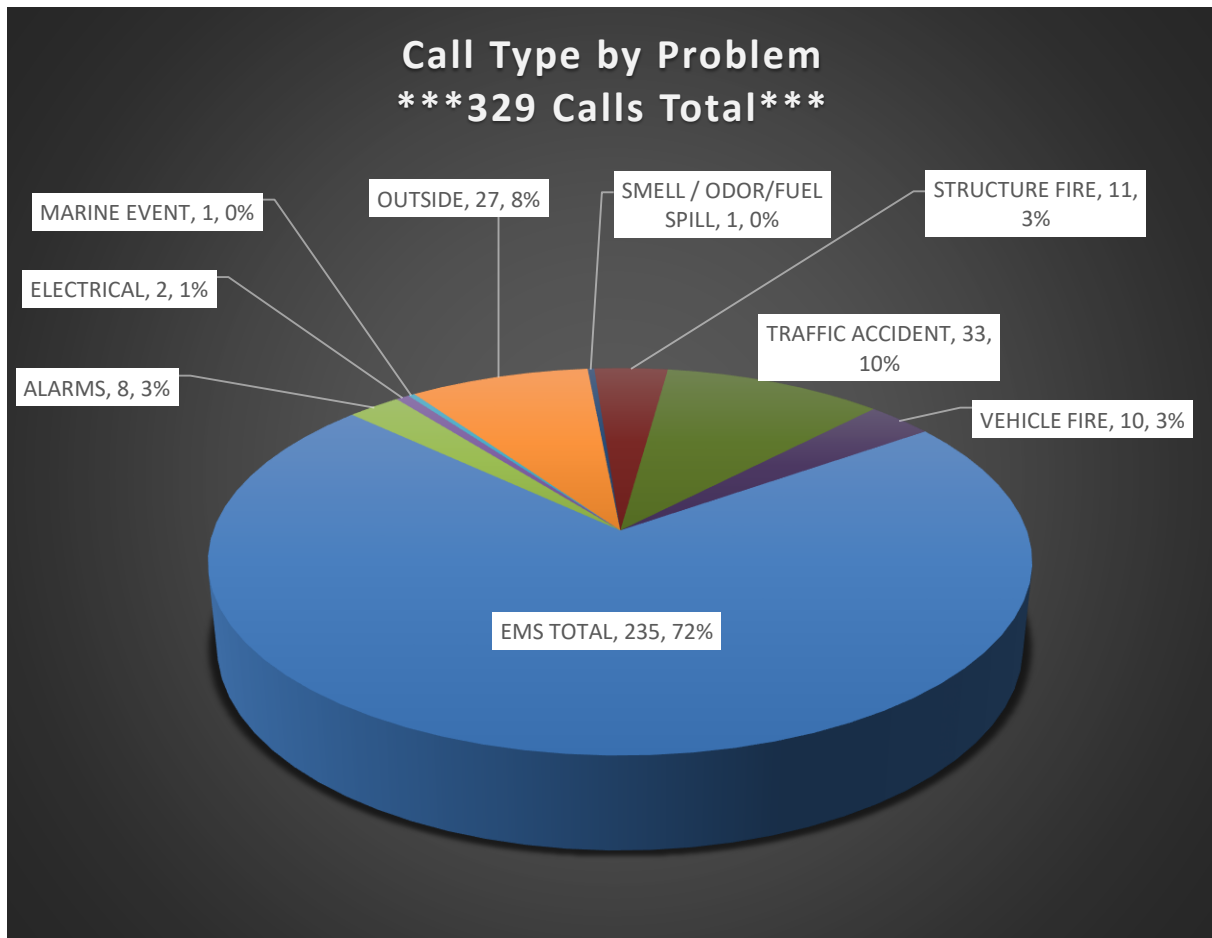
General Operations Update

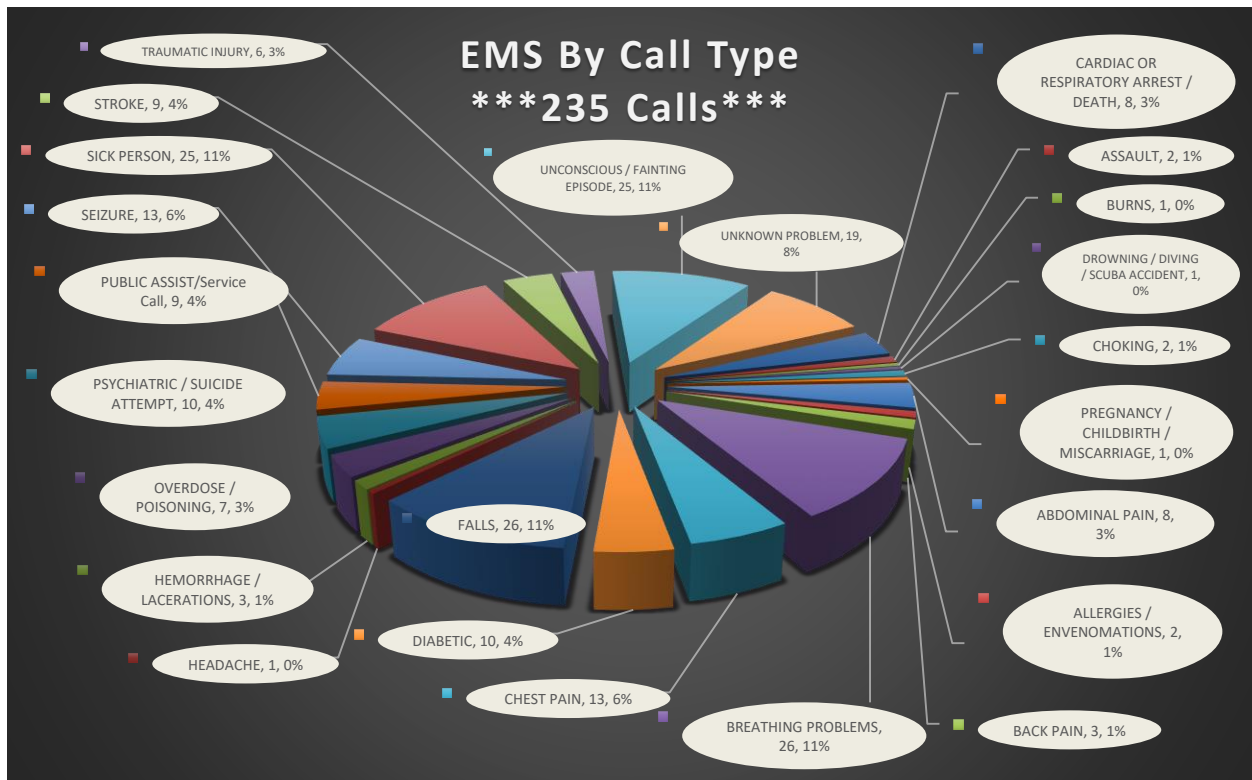
- ilani resort has completed the employee kitchen and dining areas. Inspections and acceptance testing completed by DVC Jackson. The remaining basement space has been bid for completion and work will begin in the coming weeks on the remaining space.
- Station and equipment inspections were completed by Chief Nohr and areas for improvement have been noted for further attention and review at future inspection times.
- On June 7th, we switched to the new digital radio infrastructure with CRESA. This transition is now complete and the old radio infrastructure will be removed along with reprogramming of radios to remove old analog talk groups.
- Captain Lawrence has continued participation with the Resource Network for Aging and Disabilities in the County and has initiated discussions with Keiser Health to improve our ability to get patients connected with more diverse resources outside of the emergency room. Keiser has expressed interest in Community Paramedicine programs and proactive home visit programs for target populations to possibly be coordinated with our agency.
- BC Lange has established a list of internal members that have been selected to participate in the peer support program that will receive training this fall as the team is formally established. This group will target peer support for our responders to aid in coping with stress and issues related to traumatic and emergency response.

June Response Statistics

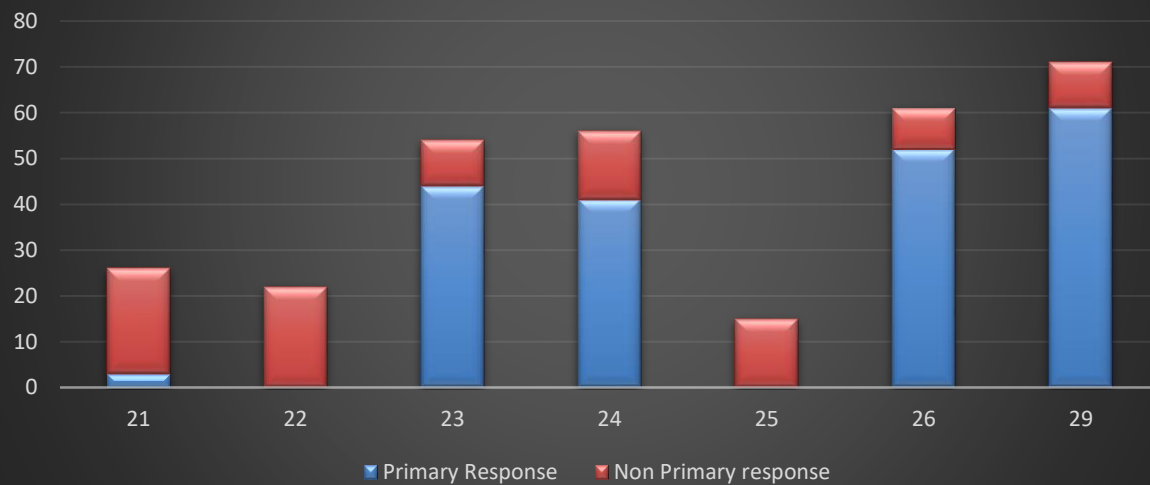


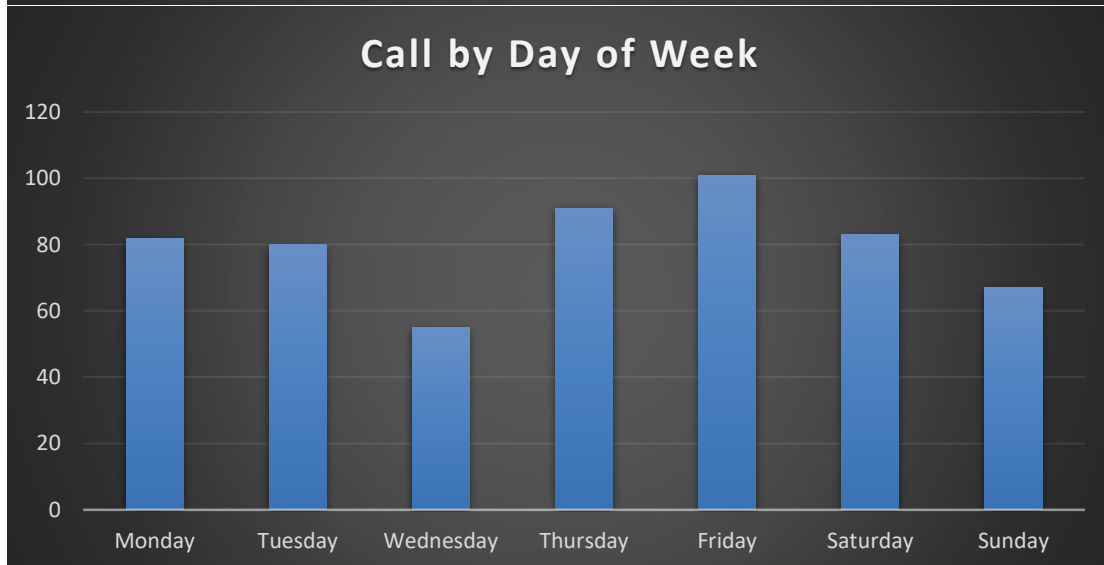
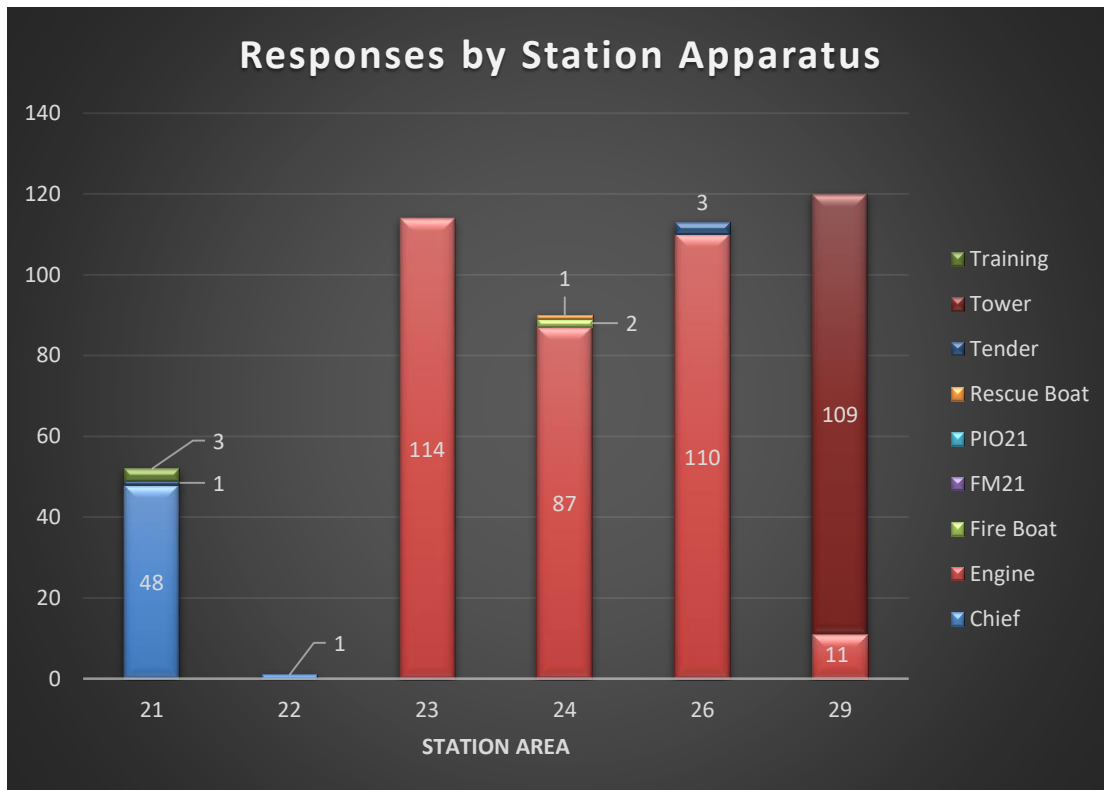


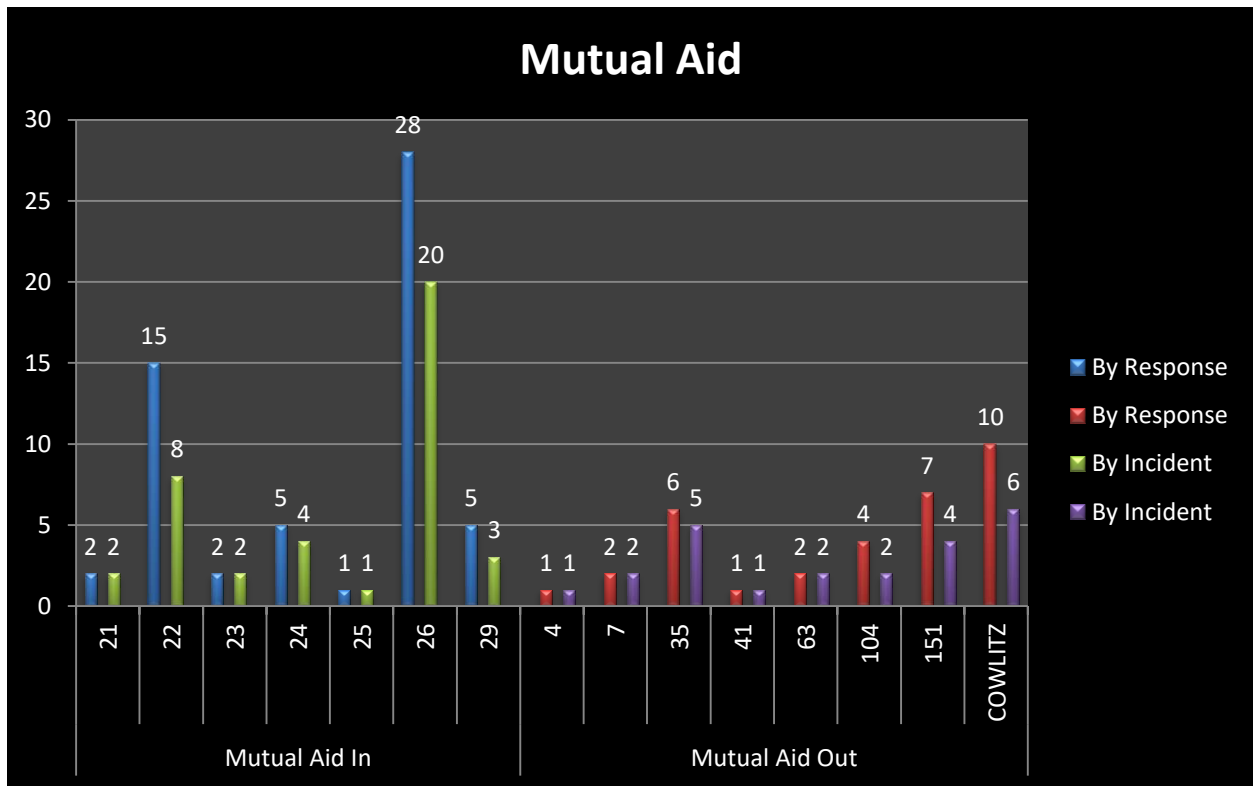




Primary vs Nonprimary Response By Station Area









Monthly Report

To: Commissioners
From: Chief John Nohr
Date: July 13th, 2017
Re: June Report

LID LIFT LEVY

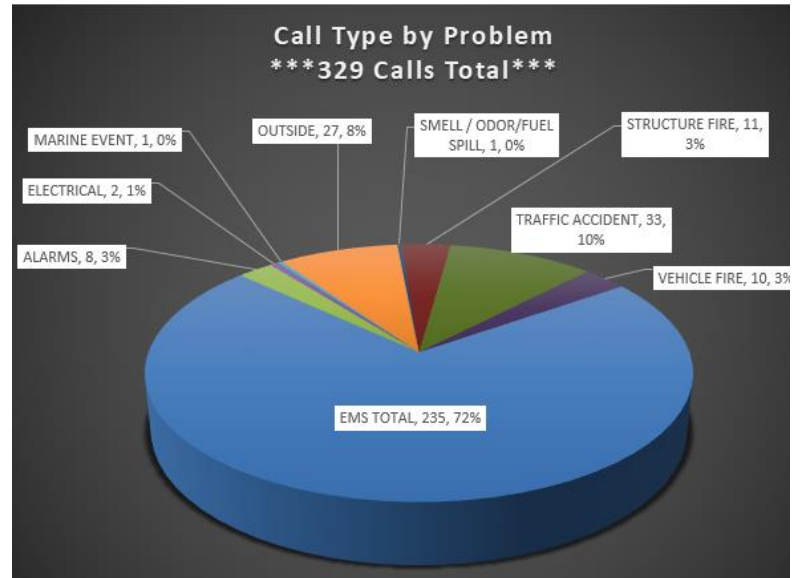
CCF&R continues to prepare for the August 1st Lid Lift Levy, which will raise the current property tax rate of \$1.41 per \$1000 of assessed value to \$1.50 per \$1000. Staff has been busy putting together informational flyers, speaking with community members, and interviewing with local media outlets to discuss the issues. If successful, the lid lift will allow CCF&R to restore 24-hour staffing at the Charter Oak and Ridgefield Junction fire stations, as well as restoring public education programs and performing badly needed facility repairs and upgrades throughout the District.

STATION INSPECTIONS

Chiefs Nohr, Jackson and Yager inspected each station and front line apparatus to guarantee operational readiness and high standards of cleanliness and functionality. Chief Nohr has instituted an annual operational readiness inspection program to help ensure that our apparatus and facilities are receiving the care needed to extend their functional lifespan. Chief Nohr noted that the stations and apparatus had been cleaned and prepared to a high standard, but that several of the apparatus and three of the fire stations were beginning to show their age. Even with regular care and maintenance, two of the fire engines will need to be replaced in the near future.

COMMUNITY INVOLVEMENT

June was a busy month of community involvement for CCF&R. It started with The Big Paddle in Ridgefield on June 3rd, where our Fire Boat guided kayakers, canoers, and stand-up paddle boarders safely out to the Columbia River and back to the Ridgefield Marina. Fire Boat 24 assisted with bringing a wet and cold paddler safely back to shore after he fell from his board. Woodland's annual Planters Days was held June 15-18. CCF&R participated in the parade with Chief Nohr and Cowlitz County FD#1 Chief Denning leading the way. Tower 29 also participated in the parade. Afterward, the CCF&R Firefighter's Association served up 1100 pounds of beef at



the annual Firefighter’s Bar-B-Que. Proceeds from the sale of the sandwiches go to Firefighter’s Association to help fund purchases and programs throughout the year. A hearty “Thank You” to all of the CCF&R firefighters, staff, and family members who helped out with this event. In addition to The Big Paddle and Planters Days, CCF&R was busy with multiple end-of-school-year field days, which had crews visiting with the students and spraying (literally) tons of water.

EMS DISTRICT 2

The annual report on our ambulance service contract was presented on June 13th by The City of Vancouver Fire Chief Molina, MPD Dr. Wittwer, and AMR Regional Director Rocco Roncarati. CCF&R, Fire District #3, and Fire District #6 make up EMS District 2. Ambulance service to the District is provided by AMR Ambulance through a subcontract with the City of Vancouver. According to the data presented at the meeting, AMR is currently meeting the requirements of the contract. However, Chief Nohr continues to have concerns about the growing length of ambulance response times within CCF&R’s area, and the frequency of times that there are no ambulances available to respond (known as Level Zero). Chief Nohr, Chief Wrightson (FD#3) and Chief Green (FD#6) will be meeting with Chief Molina and AMR in July to discuss these concerns. The chart below shows the response times for AMR over the past year. CCF&R falls within the Low Density areas of the EMS District.

Call Type	Standard Response Time	2016 Actual Response Time	Number of Calls Received in 2016
Priority 1 & 2 - High density	9:59	9:52	15,356
Priority 1 & 2 - Low density	19:59	17:14	1,403
Priority 3 & 4 - High density	12:59	12:20	11,590
Priority 3 & 4 - Low density	19:59	17:56	886
Priority 5 & 6 - High density	17:59	15:39	9,015
Priority 5 & 6 - Low density	29:59	23:29	539
Routine - EMSD2 area only - Scheduled (12-hour pre-scheduled)	≤ 15:00	6:03	300
Routine - EMSD2 area only - Non-scheduled (≤ 12-hour pre-scheduled)	≤ 60:00	36:37	3,598

CRESA RADIO CUTOVER

On June 7th, we switched to the new digital radio infrastructure with CRESA. This transition is now complete and the old radio infrastructure will be removed along with reprogramming of radios to remove old analog talk groups. The new digital format allows for clearer communications between units, as well as the ability to alert individual radios or groups of radios, similar to a pager. The radio alerting feature will be used by CCF&R to dispatch our volunteer water tender operators to incidents, which will allow us to receive tender credit from the Washington Survey & Ratings Bureau.

CCF&R CADET GRADUATION

14 local high school seniors graduated from our Cadet program on June 6th. This is the 26th class to have gone through CCF&R's program. The seniors presented a flag made out of fire hose as their class gift. Each of the 14 graduates will be entering college programs geared toward a career in firefighting and ems or will begin to volunteer as a firefighter.

