



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes

February 8, 2018

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

Flag salute.

Present: Commissioners Stan Chunn, Bob Johnson, Dave Town, Ken Ayers, Larry Bartel, Dave Lester. Chief John Nohr. Division Chiefs Dan Yager, Mike Jackson, Ben Peeler. Recording Secretary Kathy Streissguth.

CALL FOR LATE AGENDA ADDITIONS

Cowlitz contract negotiation update. Finance and debt policies. Appoint FFFB alternate per agreement.

CONSENT AGENDA

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

LATE ADDITIONS

Commissioner Bartel reported the first meeting with Cowlitz tribal representatives to discuss renewal of the service contract occurred last week. The existing contract will expire December 31, 2018. The representatives indicated that the Tribe is very happy with our service and comfortable moving forward in renewing the contract with language similar to what is currently in place. The District's millage rate may be applied against the building insured value as a County assessment is not conducted.

COMMUNICATIONS

None.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

February 7 meeting summarized by Chief Nohr. Election of 2018 officers was held – the slate continues from 2017.

EMS Council

No meeting. No report.

Fairgrounds Fire Facility Board

No meeting. No report.

Finance Committee

Commissioner Town reported on the February 8 meeting to discuss the proposed Finance and Debt policies. Following extensive review, the committee recommendation is to approve the proposed Finance and Debt policies as presented.

RFA Committee

No meeting. No report.

Commissioner Updates

None.

STAFF REPORTS

Administrative Services Division

January report summarized by DVC Yager. The Verizon cell tower project at St24 will finally begin construction next week.

Operations Division

January report summarized by DVC Peeler.

Prevention Division

January report summarized by DVC Jackson.

District Secretary/Chief

January report summarized by Chief Nohr.

STATION 151 HISTORY

DVC Yager summarized the history of the Fairgrounds Fire Facility Board (FFFB) and Station 151 operations.

OLD BUSINESS

None.

LATE EDITIONS TO THE AGENDA

Per the FFFB agreement with Clark 6 there should be a Board of Commissioners representative and an alternate. Commissioner Johnson was appointed as the primary in January. Commissioner Bartel appointed as the alternate.

Motion by Commissioner Bartel to adopt the Finance and Debt policies as presented. Second Commissioner Town. No further discussion. Motion passed unanimously.

Chief Nohr acknowledged the presence of District legal counsel, Dan Crowner.


CITIZEN COMMENTS

None.

EXECUTIVE SESSION

None.

No further discussion. Meeting adjourned at 4:51 p.m.




Attest, John Nohr
Fire Chief/District Secretary

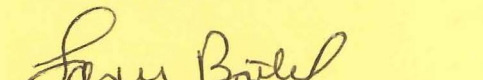


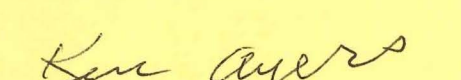
CLARK COUNTY FIRE & RESCUE CONSENT AGENDA February 8, 2018


1. Minutes – January 25 General Meeting
2. Pre-paid Invoices
 - \$ 147,926.71 (CCFR Benefits)
 - i. Check Nos. 6142 – 6152
 - \$ 67,510.07 (CCFR DRS)
 - i. Check No. 6153
 - \$ 20,000.00 (CCFR)
 - i. Check No. 18224
3. Current Invoices
 - \$ 23,670.90 (CCFR)
 - i. Check Nos. 18225 – 18266
 - \$ 1,176.46 (FFFB)
 - i. Check Nos. 18267 – 18269
4. Payroll
 - January 1-31 paid January 31
 - i. \$ 482,108.22 Gross
 - ii. \$ 322,667.63 ACH net
 - iii. \$ 3,426.46 Payroll Warrant net
 - 1. Check Nos. 6115 – 6141
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 61,319.61 941 Tax Deposit (paid February 1)
5. January Use Tax due February 26
 - \$ 647.76 (CCFR)
6. Voided/Destroyed Claims/Payroll Warrants
 - None



Commissioner Stanley Chunn – Chair


Commissioner James R Johnson – Vice Chair


Commissioner Larry Bartel


Commissioner Ken Ayers


Commissioner David Town


Commissioner David Lester

Staff Report



To: Commissioners, Chief Nohr

From: Dan Yager, Administrative Services Division Chief

Date: February 5, 2018

Re: January Administrative Services Update

GENERAL ADMINISTRATIVE SERVICES:

AFG Application Submitted

An AFG application for SCBA equipment was submitted on February 1. The request total is \$936,908, which includes (75) packs, (84) masks, (185) 45min air bottles, (12) 60min air bottles, (6) RIT packs, and (3) fill stations, which will replace all our existing equipment. The request also covers funds for sales tax, training on the use and maintenance of the new equipment, and the cost of a single audit. The District's share is calculated to \$85,173.

FINANCE:

Remote Deposit

We were advised that the Umpqua Bank branch in downtown Ridgefield will close mid-march, which will leave us without an authorized depository within the District boundaries. The next closest branches are in Salmon Creek and downtown Battle Ground where the distance impacts staff time. The County Treasurer has provided us with a check scanner that will allow Finance to remote deposit all checks received from the assigned desktop computer. Cash will still have to be physically deposited. The program will be implemented in February.

FACILITIES & EQUIPMENT:

Station 22

Receiving calls and many of our communications are currently done by cell phones. The signal strength at Station 22 is very poor and many times calls don't come over the phone and they are unable to communicate. Dustin is installing a cell phone extender that boosts the power. He has completed a test and the new signal is very good.

Station 29

The cracks in the concrete bay floor checked out to be none structural and have passed the inspection. I received the quote for the radio system this week and we are pushing to get that scheduled. As of the writing of this report, I don't have an install and subsequent move in date. Captain Greenwood has acquired much of the needed furniture. Additionally, we are installing security cameras. The cameras will cover both the police and fire stations and is being done jointly with the City of Woodland.

Apparatus

As recommended by the Safety committee and approved, the reflective striping to go on the rear of all first out apparatus has been ordered and received. The crews will be completing the installation as time allows. A huge thanks to firefighter Bjur for coordinating the entire process. When complete, this will bring all first out engines up to current requirements. The current standards allow for grandfathering in apparatus, but required all new apparatus to have rear reflective striping.

Staff Report



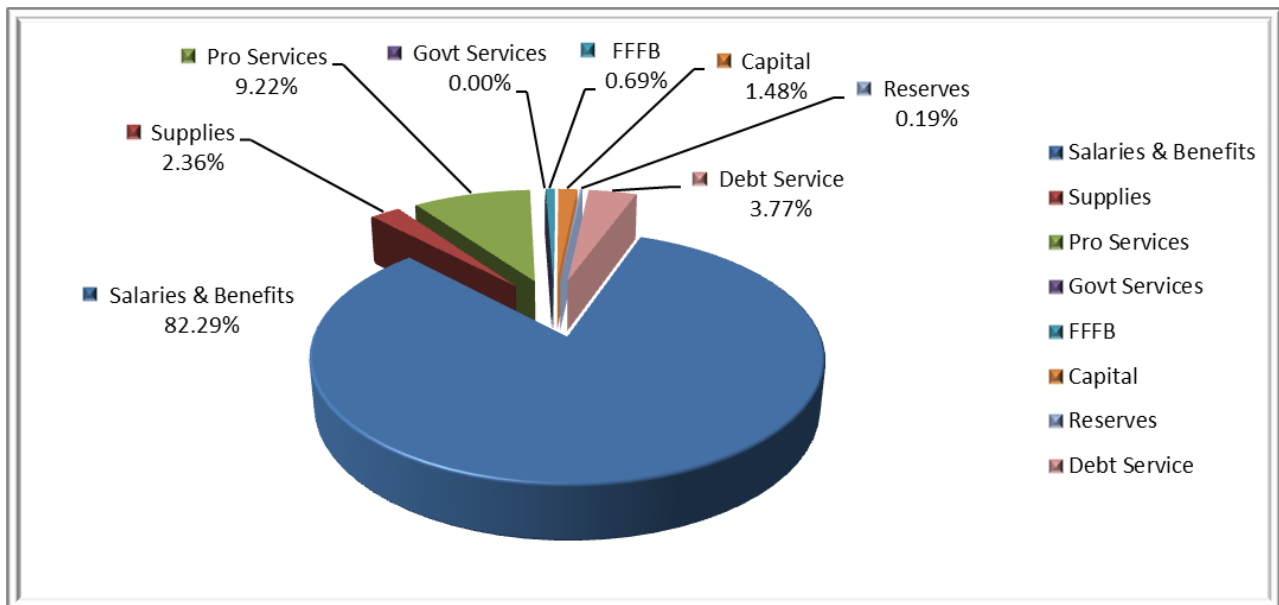
To: Commissioners, Chief Nohr

From: Chief Yager

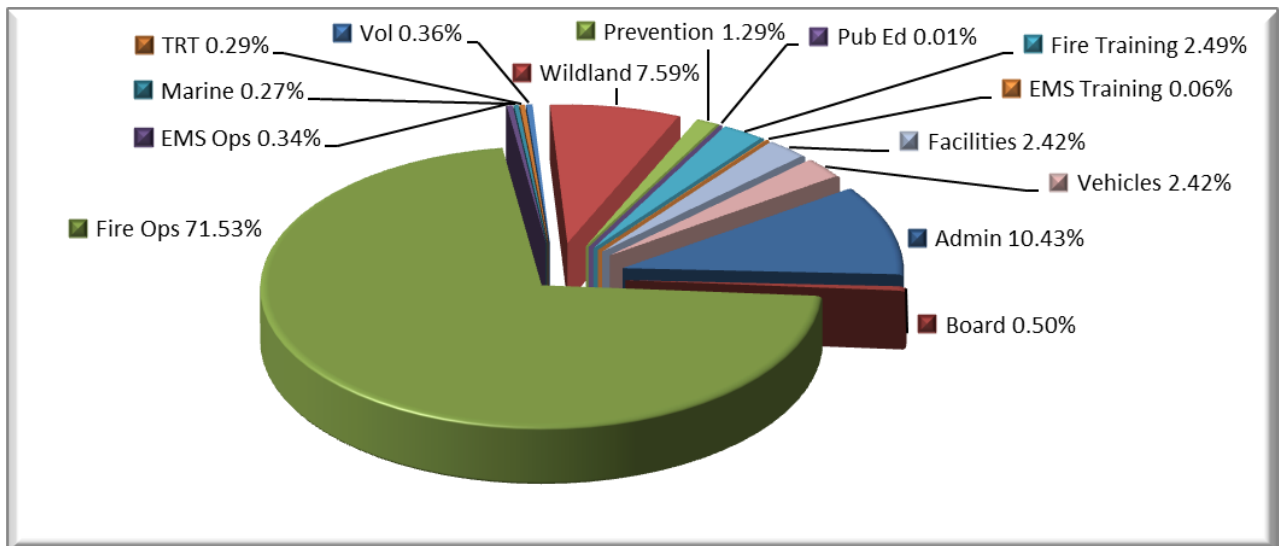
Date: December 13, 2017

Re: General Operating Fund 6228 – November Finance Report

Percentage YTD Expended by Type* – as of November 30

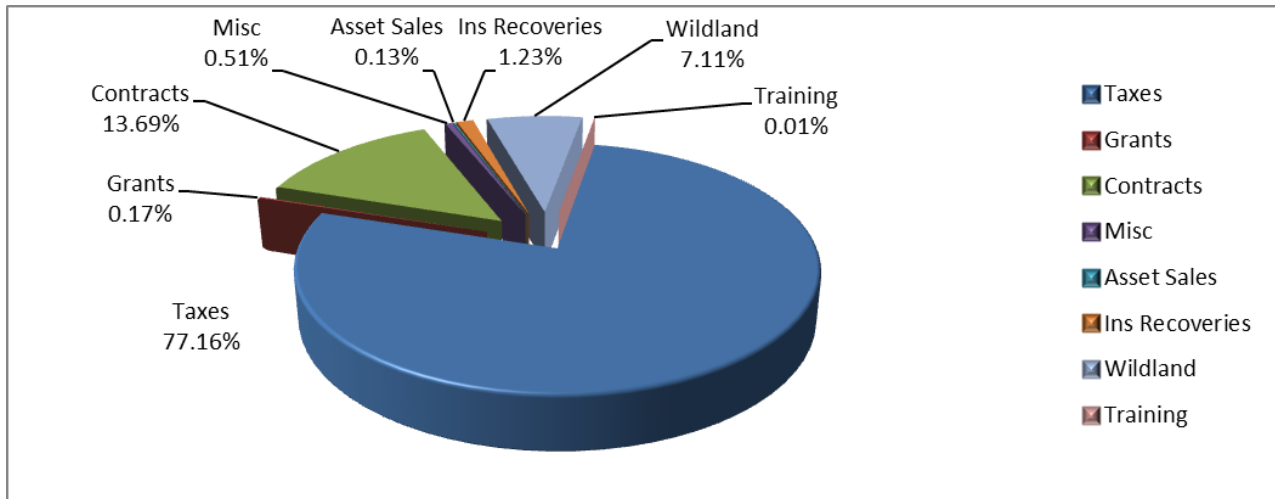


Percentage YTD Expended by Program* – as of November 30

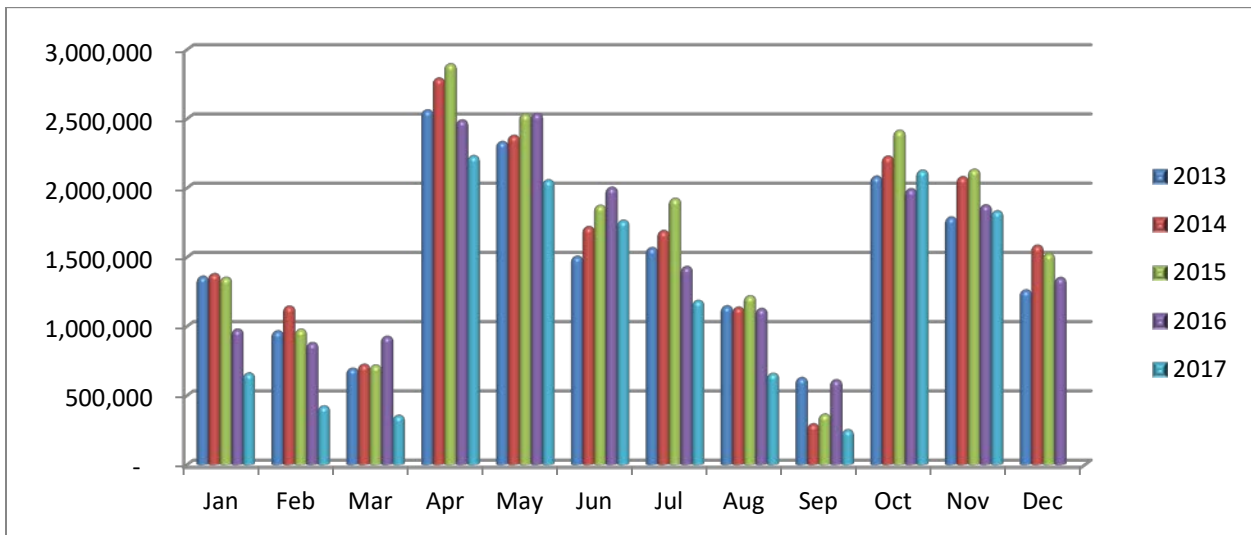


* excludes Cadet Program

Percentage YTD Revenue by Type* – as of November 30

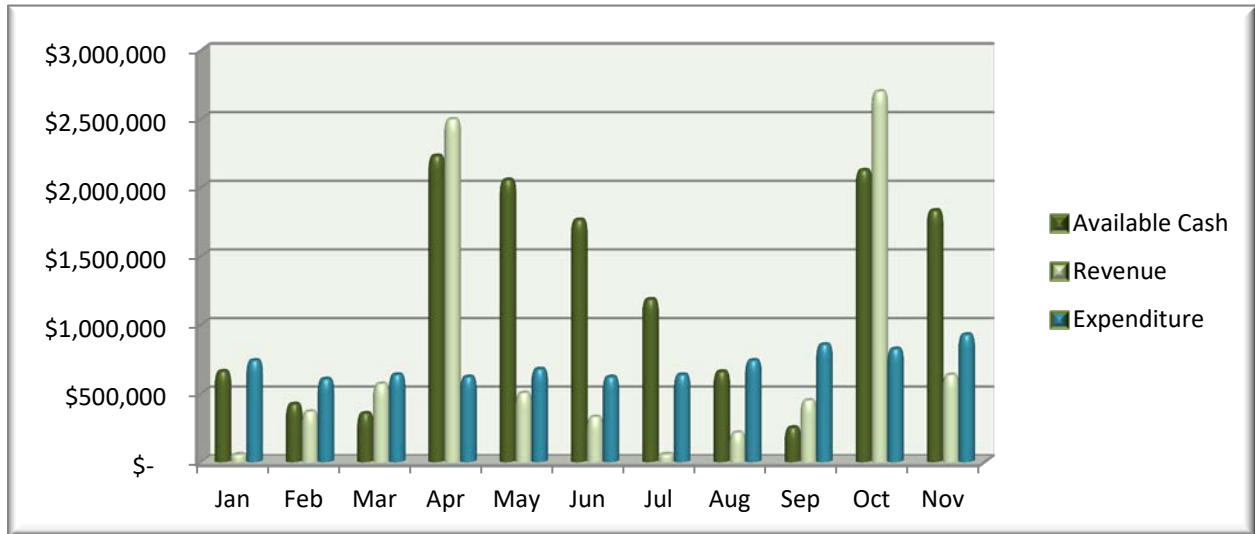


Operating Cash Reserve History



* excludes Cadet Program

Monthly Cash Flow Comparison



Fund 6228 Cash Reserves

Operating Cash

Available Cash Jan 1	1,342,727
YTD Receipts	8,352,871
YTD Expenditures	<u>7,864,622</u>
Available Cash November 30	<u><u>1,830,977</u></u>

Total Cash Reserves

General Operating Fund	1,830,977
Contract Education	562
Equipment Fund	526,279
Land Fund	370
Donation Fund	2,134
Contingency Fund	<u>15,118</u>
TOTAL	<u><u>2,375,440</u></u>

Staff Report



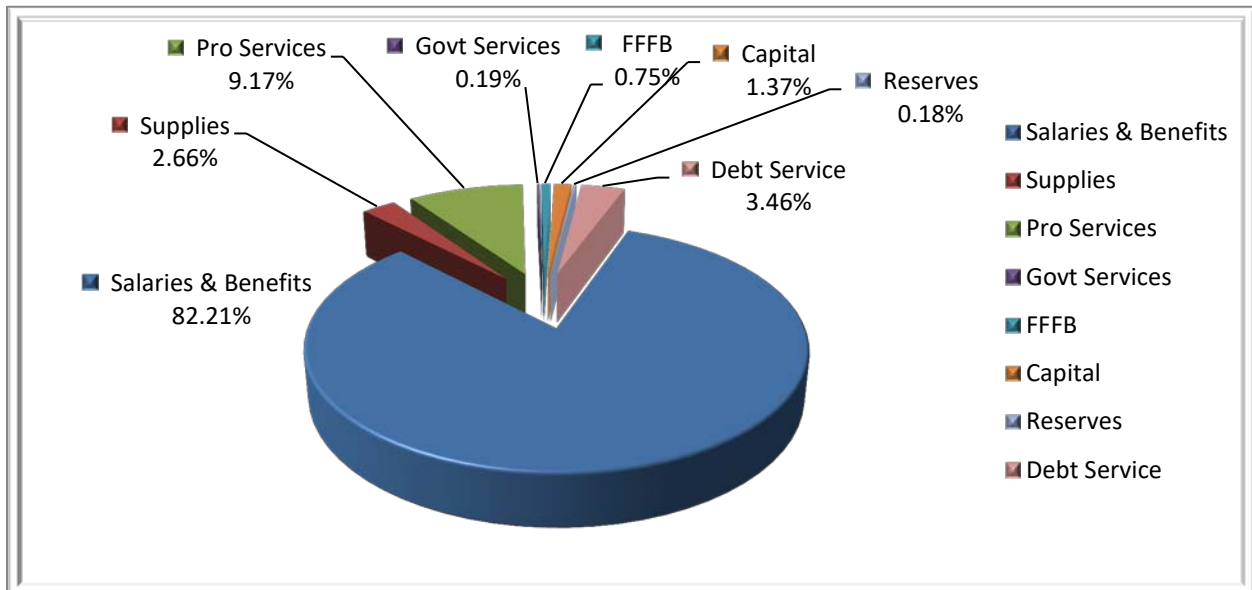
To: Commissioners, Chief Nohr

From: Chief Yager

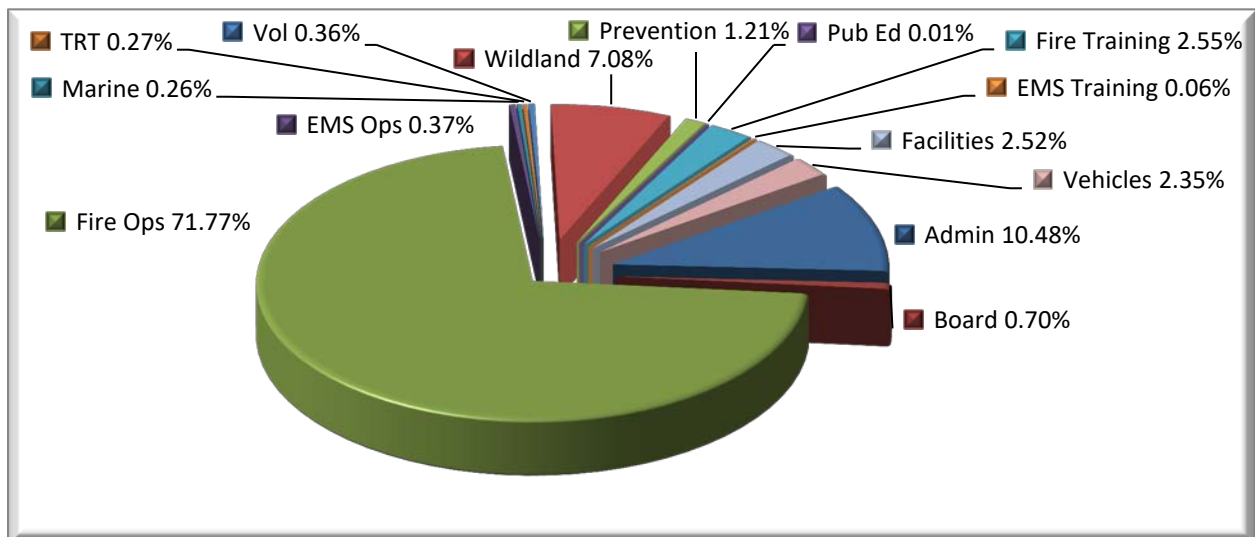
Date: January 17, 2018

Re: General Operating Fund 6228 – December 2017 Finance Report

Percentage YTD Expended by Type* – as of December 31

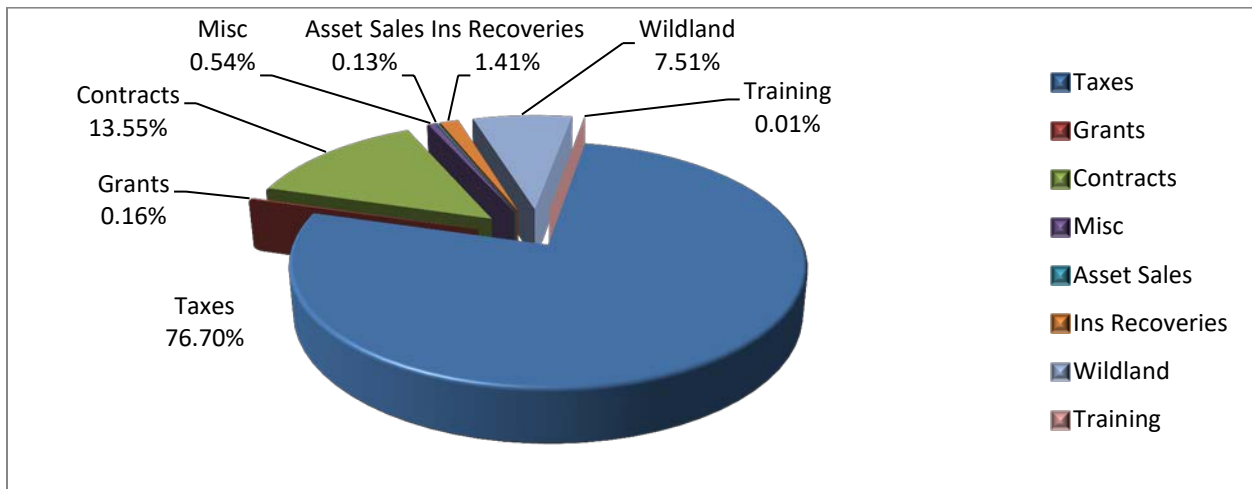


Percentage YTD Expended by Program* – as of December 31

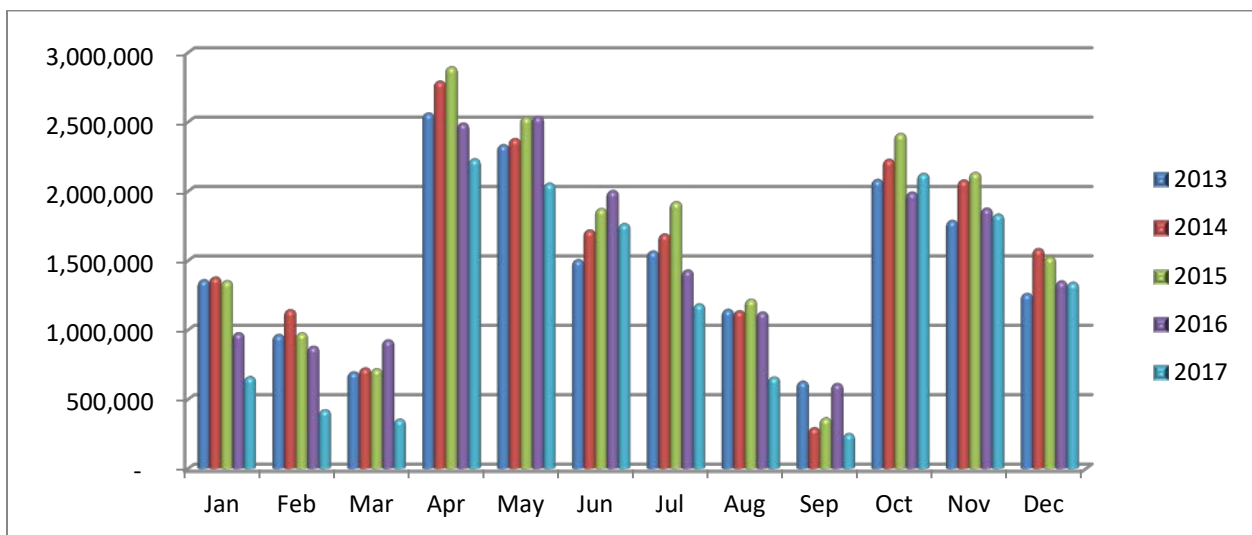


* excludes Cadet Program

Percentage YTD Revenue by Type* – as of December 31

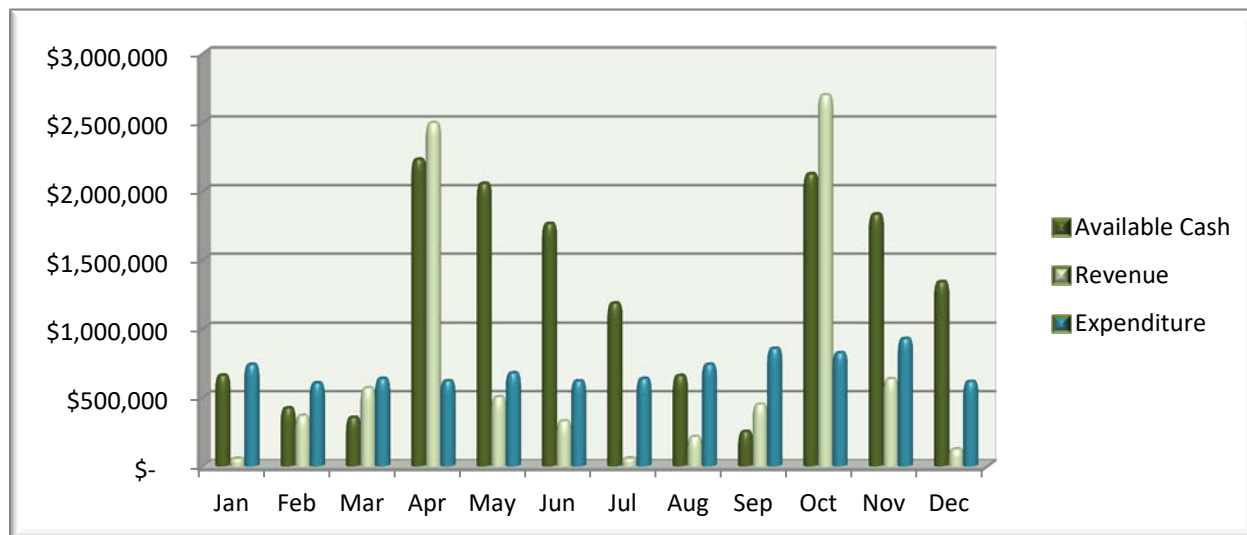


Operating Cash Reserve History



* excludes Cadet Program

Monthly Cash Flow Comparison



Fund 6228 Cash Reserves

Operating Cash

Available Cash Jan 1	1,342,727
YTD Receipts	8,475,029
YTD Expenditures	<u>8,478,010</u>
Available Cash December 31	<u><u>1,339,746</u></u>

Total Cash Reserves

General Operating Fund	1,339,746
Contract Education	482
Equipment Fund	526,792
Land Fund	370
Donation Fund	2,136
Contingency Fund	<u>15,133</u>
TOTAL	<u><u>1,884,660</u></u>

2017 expenditures exceeded revenue sources by \$2,981.

Staff Report



To: John Nohr, Fire Chief; Commissioners
From: Ben Peeler, Division Chief Operations
Date: February 5, 2018
Re: Operations Response Statistics- January 2018

Operations Report

Emergency Responses

- Significant Responses:
 - Trench Rescue – Utilized the Region Technical Rescue Team
 - Gun Shot Wound

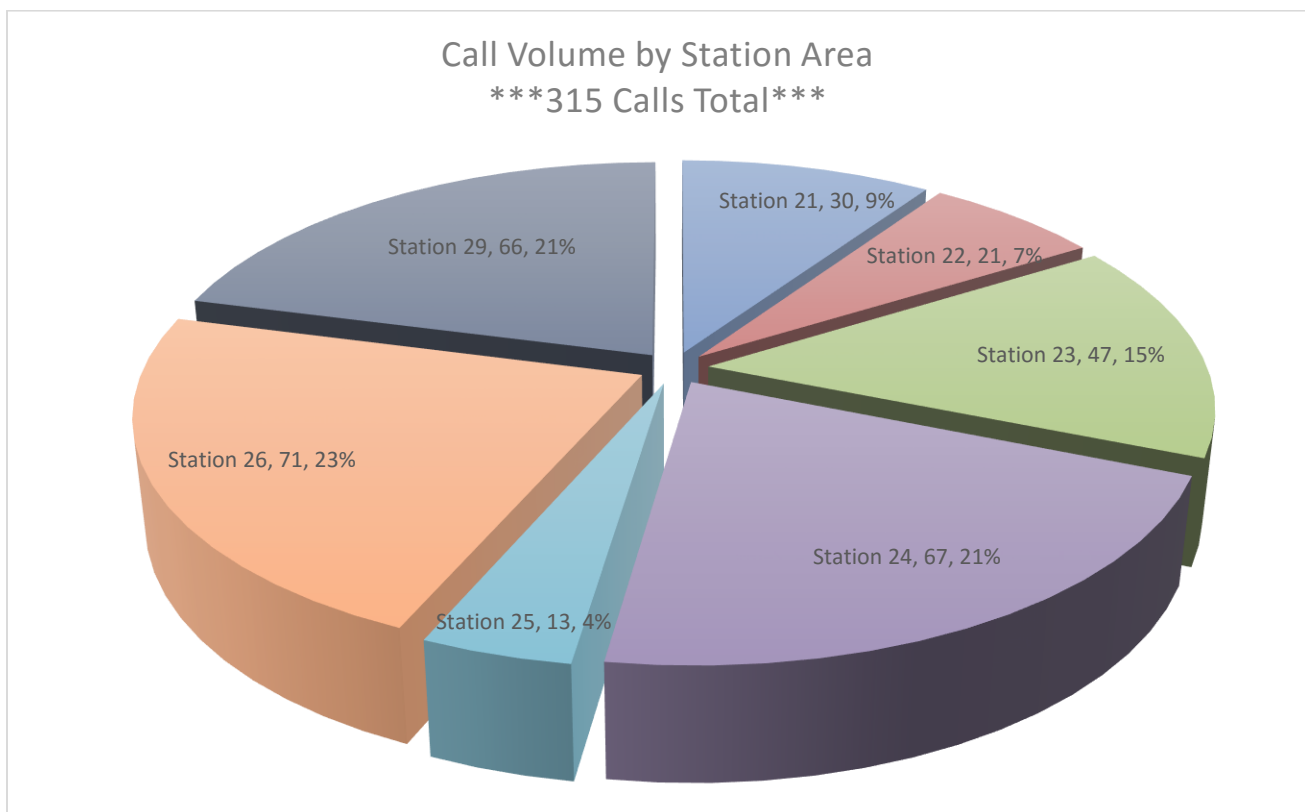
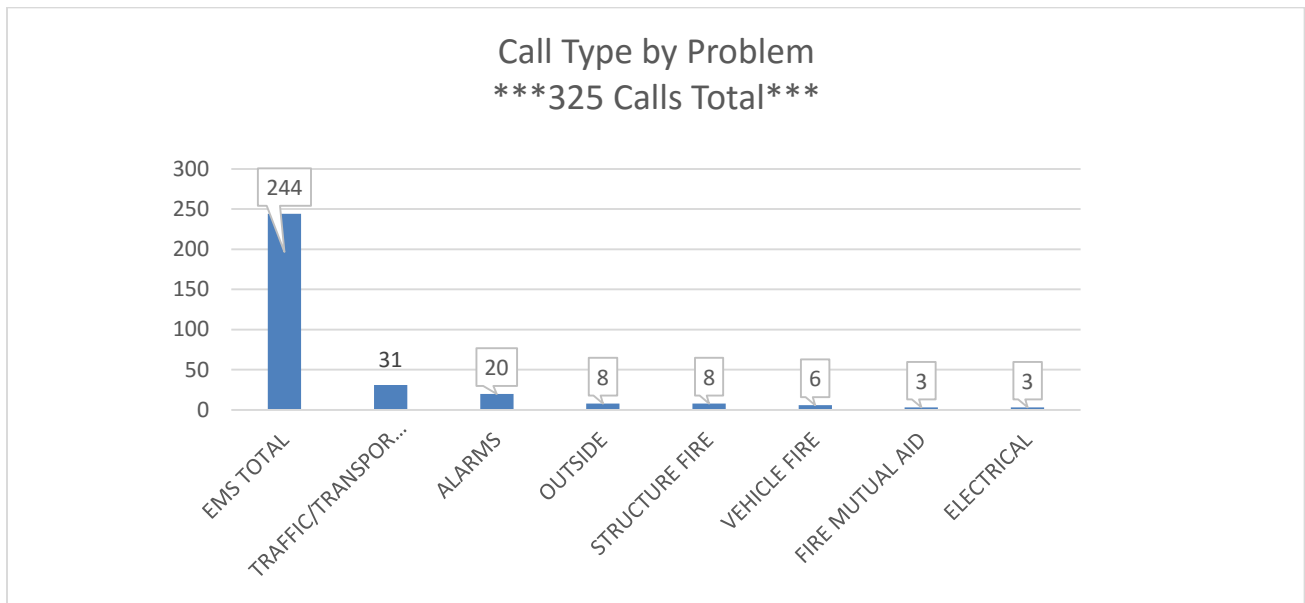
Training – Captain Rommel

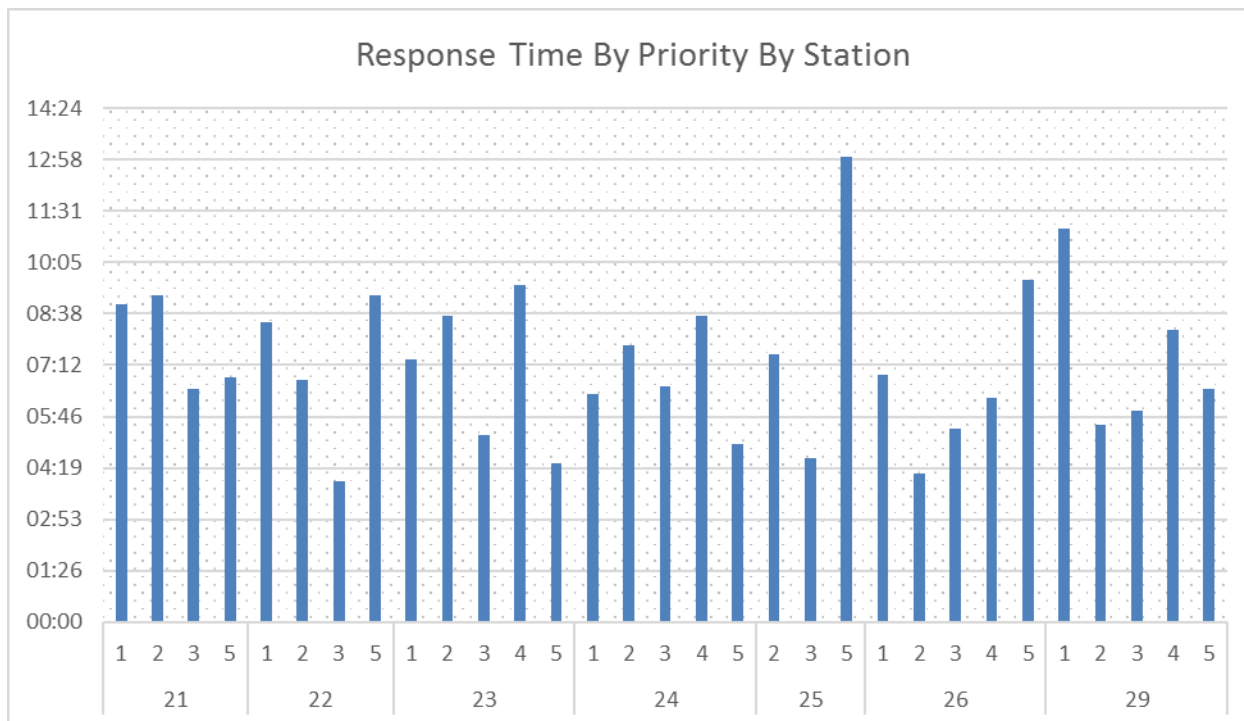
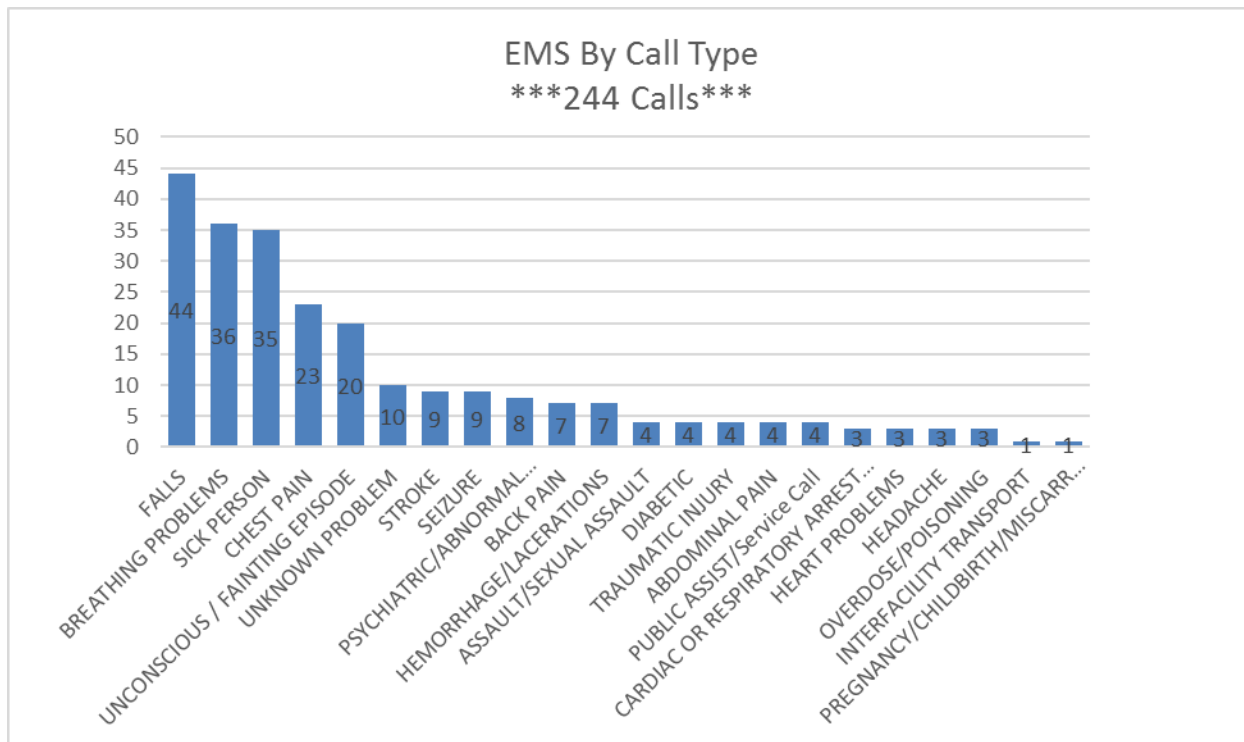
- **EMS**
 - PCEP/OTEP lecture on CPR and protocol updates. Delivered on Target Solutions.
- **Fire**
 - All companies attended a FF safety and Survival drill lead by Captain Levitt.
 - Companies participated in FF Rescue/ RIT drills also lead by Captain Leavitt.
- **Rescue**
 - SRT Raft handling and area familiarization drill.
 - Navigate on East Fork of the Lewis from Lewisville Park to Daybreak Park.
 - TRT drill on confined spaces.
 - Drill on grain barge in Columbia with FB1 and Hazmat team.
- **Incident Command**
 - Blue Card simulations for crews.
- **Adjustments to 48-96**
 - Now five units but six crews per shift to train.
 - Mitigating crew movements.

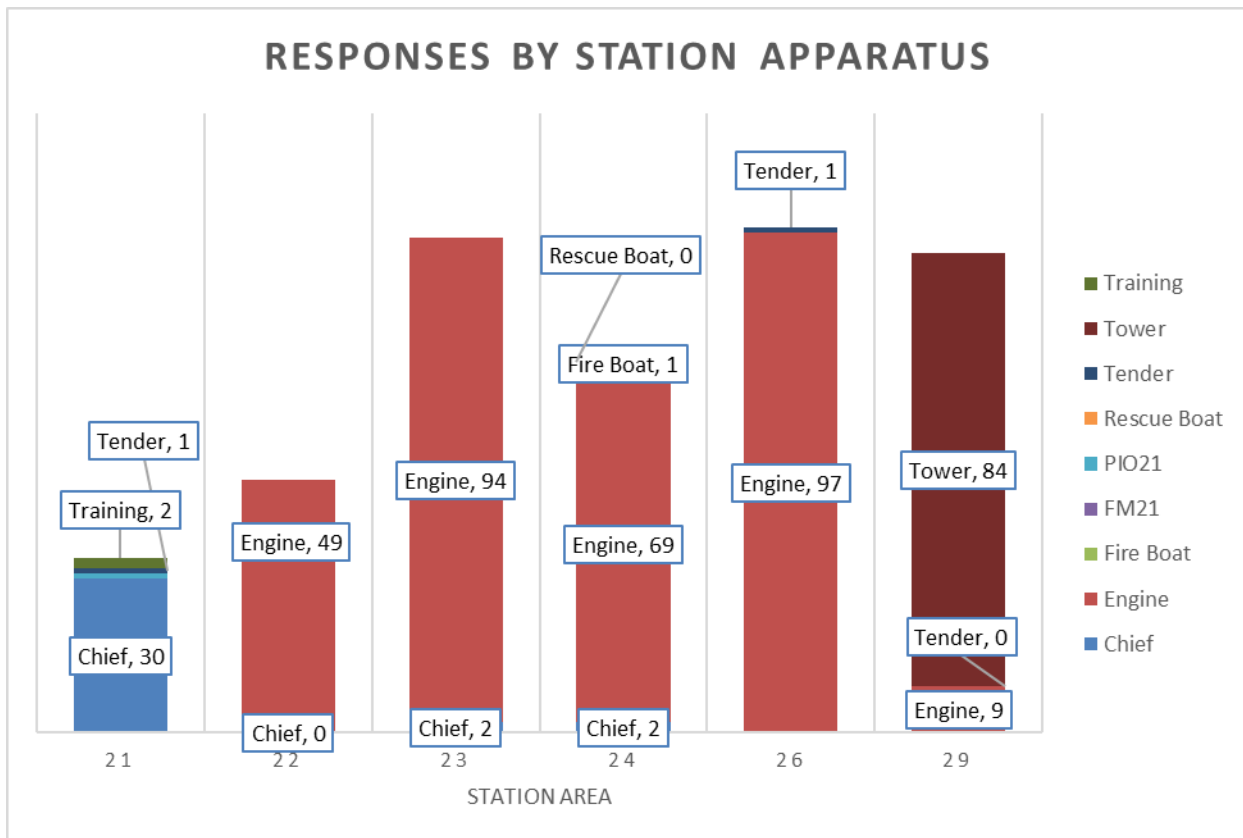
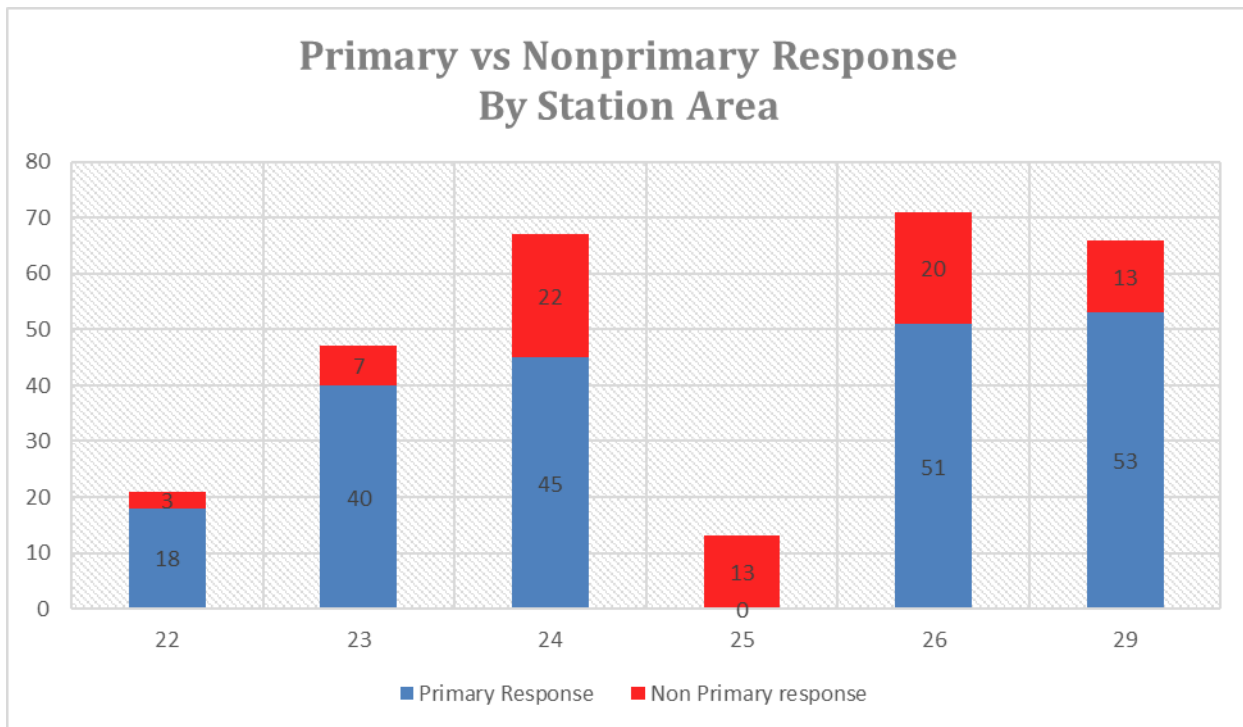
Staff and Personnel

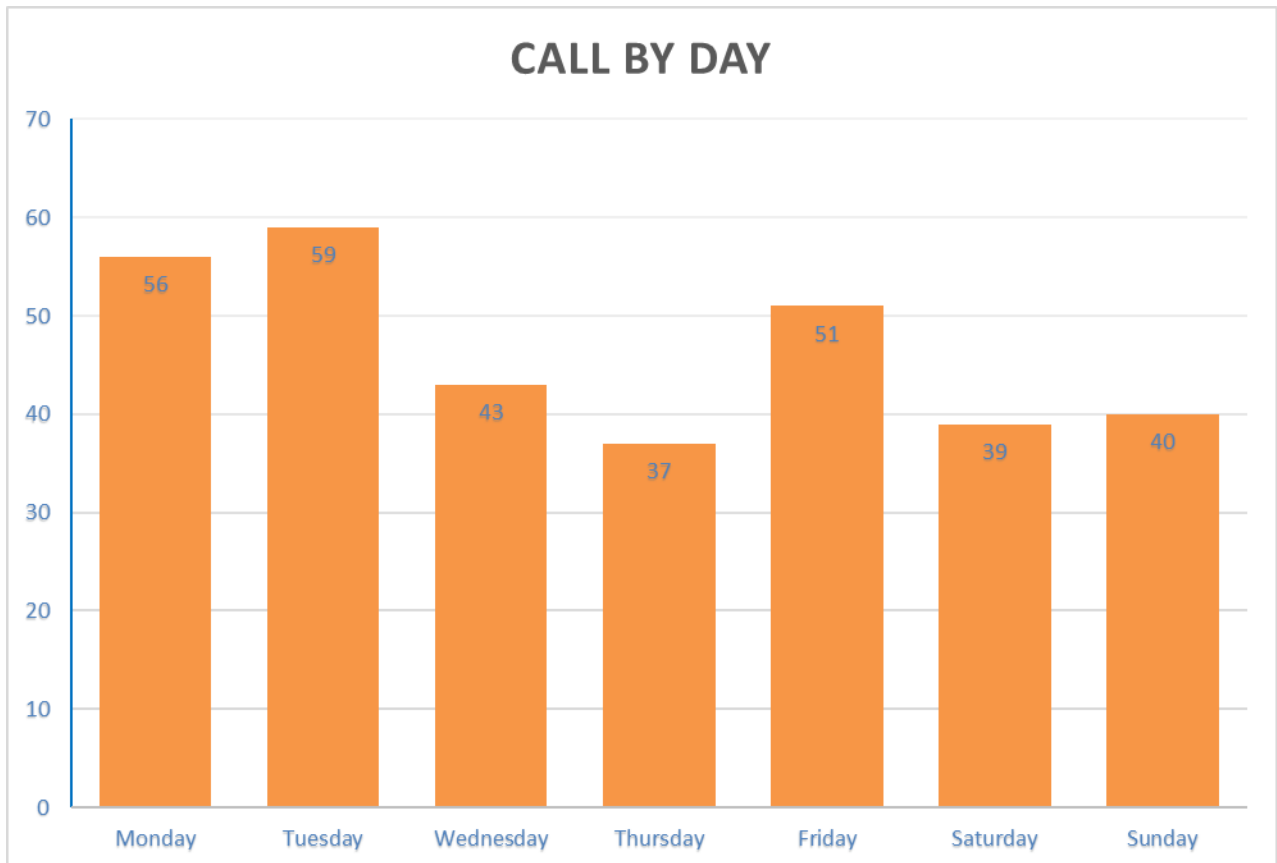
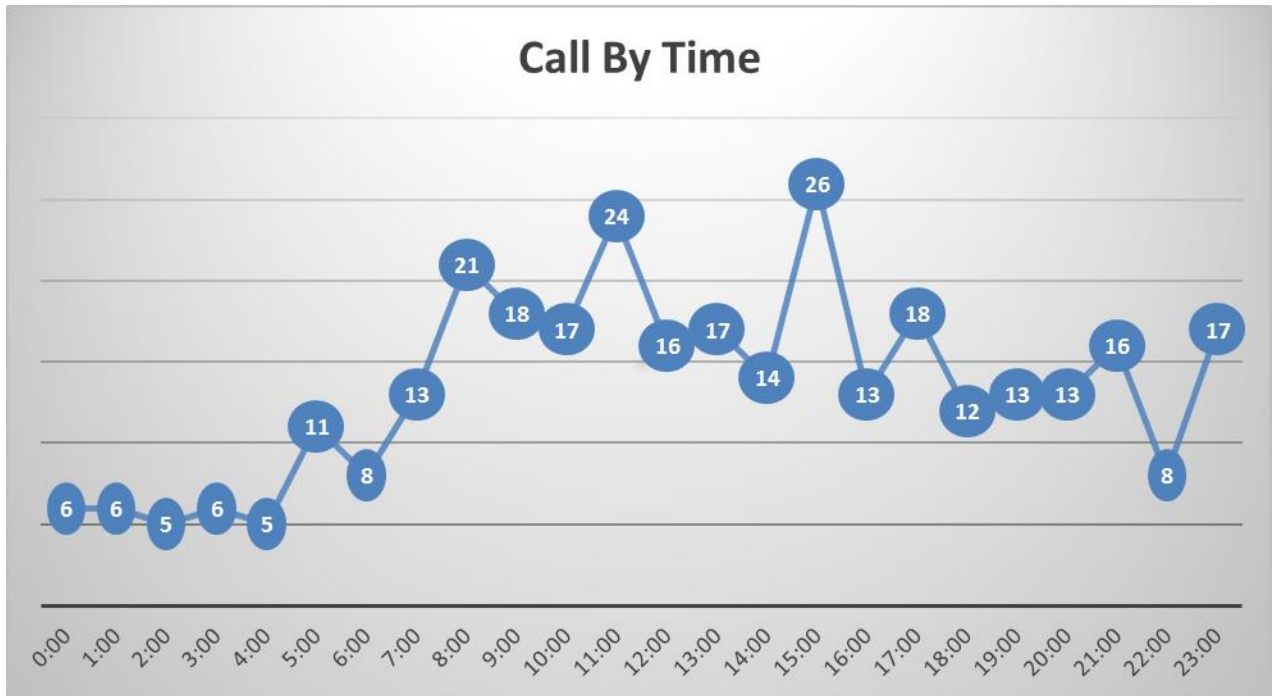
- Three firefighters have returned to work from the Re-Employment list. They started the week of February 5, 2018 and will be on days for their first week as they go through re-orientation.
- 48/96 – The new schedule has been in effect for just over one month. No significant issues reported. The training division has been the most impacted, and they continue to identify effective and efficient methods for delivery of training.
- Promotion Processes: 14 firefighters submitted the required material for promotion. 2 have dropped due to lacking required certification. The promotion exam will be the week of March 5-9, 2018. We anticipate promoting up to six captains effective April 1, 2018.
- Battalion Chief Max Konkright has returned to work on light duty from an on the job injury.
- Captain Clint Frahler is cleared for full duty by his Doctor and is off light duty effective 2/5/2018.
- FF/PM Robert Harvey has been off work due to a work related injury that occurred in October of 2017. He anticipates being released for light duty soon.

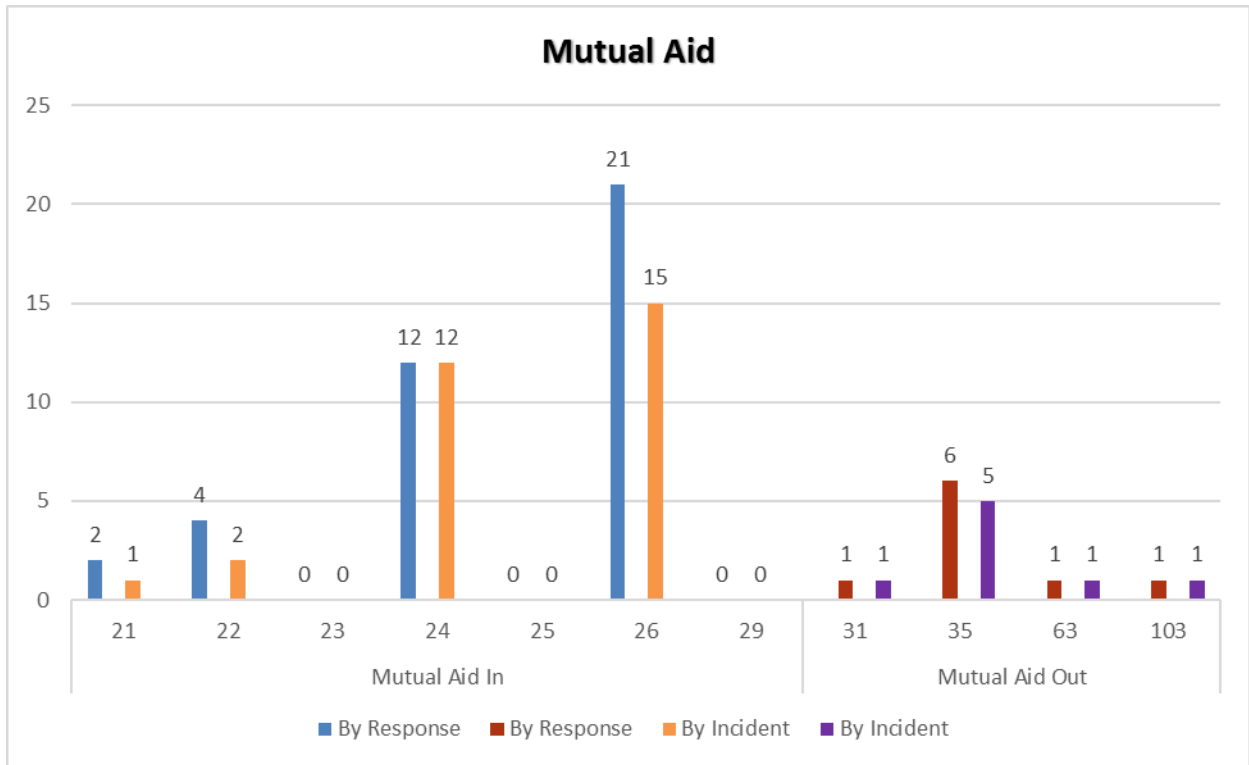
December 2017 Response Statistics











Staff Report



To: John Nohr, Fire Chief; Commissioners
From: Michael J. Jackson, Division Chief
Date: 2/8/2018
Re: January Monthly Fire Marshal Report

Fire Prevention and Community Risk Reduction Report

Fire Code Enforcement / Plans Review

- Pre-application meetings and plans review:
 - Ridgefield
 - Davis Short Plat- Residential 5 lots on S. 15th Ct.
 - Follow-up on unapproved / makeshift residential occupancy
 - Woodland
 - Port of Woodland Admin Building
 - Columbia River Pre-cast expansion
 - Columbia River Carbonates
 - Dike Access Fuel Station
 - Marijuana Oil Extraction Facility
 - La Center
 - Country Hills Estates
- Fire Protection / Project Inspections
 - ilani
 - Final Occupancy for Back of House Area B
 - Consultation and Re-inspection for Fire Sprinkler Alarm System Modifications from prior inspections
 - Fire Sprinkler Final Acceptance Area B and Event Space
 - Woodland
 - Review / Consultation on proposed marijuana extraction business.
 - Goerig Park Redevelopment
 - Columbia River Carbonates Expansion site plan review

Public Education / Outreach

- Smoke alarms procured with private donation and associated funds
- Individual Smoke Alarm Installations as requested by Tom Cook

Process Development

- Fee study for new construction review and inspection fees.



Monthly Report

To: Commissioners
From: Chief John Nohr
Date: February 7th, 2018
Re: January Report

CCF&R APPLIES FOR GRANT TO REPLACE CRITICAL SAFETY EQUIPMENT

CCF&R has applied for a \$936,908 grant from the Federal Emergency Management Agency (FEMA) to replace outdated and obsolete self-contained breathing apparatus (SCBAs). This critical safety equipment is used on a daily basis by firefighters to make entry in to smoky environments

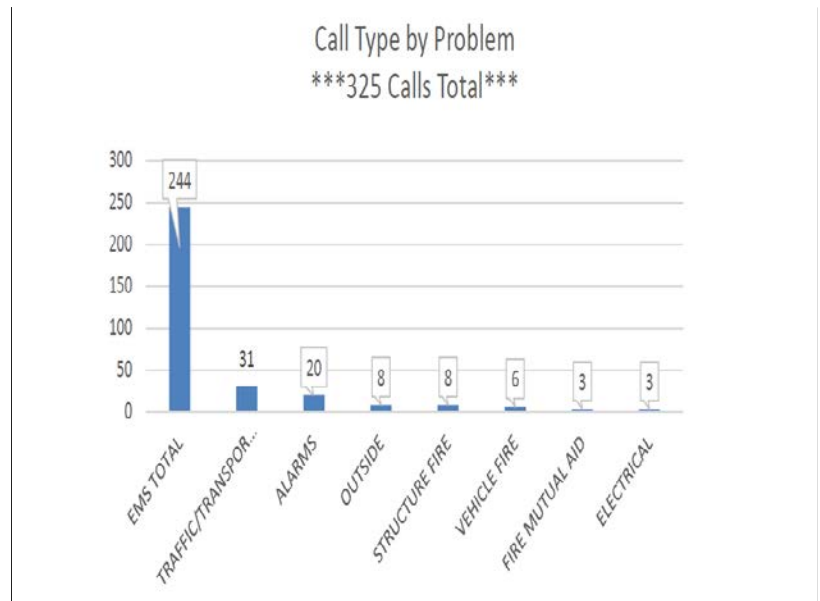
or other areas where full respiratory protection is needed. The grant, if awarded, will provide 75 SCBA back-pack units, 185 cylinders capable of holding 45 minutes of air, 84 face piece units, 12 cylinders capable of holding 60 minutes of air (for shipboard fires and special rescues), 6 new Rapid Intervention Team packs for firefighter rescues, and 3 new SCBA fill stations. The new equipment will replace SCBAs that were purchased 14 years ago with grant dollars. The primary goal of the FEMA Assistance to Firefighters Grants (AFG) is to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments.

WSRB RECOGNIZES STATION 22

The Washington Survey & Rating Bureau (WSRB) has notified CCF&R that they will begin recognizing Fire Station 22 in Charter Oak as a staffed fire station beginning February 1, 2018. This action will result in some properties in the northeast corner of the fire district seeing their Property Protection Class (PPC) being reduced from a 9 to 5, which can result in a significant savings on fire insurance. WSRB assigns each community a Protection Class of 1 through 10, where 1 indicates exemplary fire protection capabilities, and 10 indicates the capabilities, if any, are insufficient for insurance credit. More importantly, the citizens near Fire Station 22 will now see a much faster response to fire and medical emergencies in the area. In the first full month that the station was staffed, Engine 22 responded to 47 calls for service.

CCF&R RESPONDS TO TRENCH RESCUE

On Monday January 29, 2018 CCF&R responded to an injured worker who was in a 27-foot-deep sewer trench near the construction site of the new middle school on



Hillhurst Road in Ridgefield. The worker was helping place the components of a new “manhole” tube when a connection broke and the 4500-pound concrete ring fell into the hole, striking the worker. Four emergency units and three Chief Officers from CCF&R responded to the event. In addition, CCF&R received assistance from the Vancouver Fire Department and Fire District 6 during the operation. The three fire departments jointly staff the region’s Technical Rescue Team. It took rescuers approximately one hour to set up an extrication system, place rescuers in the trench with the victim, package the patient, and remove the patient from the trench. The injured worker was transported to Peace Health Southwest (the local trauma hospital) for further treatment. Trench rescues are infrequency, but are very high-risk events that require specially trained and equipped responders.



CRESA TO PLACE NEW ANTENNA IN THE RIDGEFIELD AREA

The Clark Regional Emergency Services Agency (CRESA) provides 911 call taking and dispatch services for law enforcement agencies and fire departments in Clark and SW Cowlitz Counties. Ridgefield Police Department officers and CCF&R responders began noticing decreased radio coverage after the move to an all-digital system in 2017. CRESA listened to the complaints of responders and is now working with Motorola to identify a spot in the Ridgefield area to place a new antenna. When up and running, the new antenna will provide increased radio function in Ridgefield and throughout the system. CCF&R thanks CRESA for responding to the needs of our emergency responders.