



Clark County Fire & Rescue Board of Fire Commissioners Meeting Minutes 911 N 65th Avenue, Ridgefield

April 9, 2020

Via Video Conference:

Commissioners Stan Chunn, Bob Johnson, Ken Ayers, Larry Bartel, David Town.
Recording Secretary Kathy Streissguth.

Present:

Chief John Nohr. Division Chiefs Jackson, Peeler and Yager.

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

Chief Nohr summarized Governor Inlee's March 24 proclamation regarding public meetings. Virtual meetings are limited to routine business or COVID-19 related issues. Public comments may be made. Votes will be noted in the minutes.

Flag salute.

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

Motion by Commissioner Johnson to approve the consent agenda as presented. Second Commissioner Town. Discussion. Commissioner Johnson asked for more information on several expenditures. Chief Nohr advised the \$29K HP purchase was for (7) MDC units for the rigs purchased with bond funds. The \$28K invoice from DSU Peterbilt was to rebuild a damaged engine in Shop 31, one of the twin 2000 Pierce Sabers. The \$15K payment to US Bank was a mid-month payment to keep the account balance down. We do this periodically to make sure we have adequate credit available. The NW Safety Clean invoice was for annual \$6K for turnout cleaning repair and maintenance. Commissioner Bartel asked if that captured all PPE inventory. Chief Nohr and DVC Yager advised it was about 2/3, but did not have a number of exactly how many sets. Commissioner Town asked if we will use NWSC for COVID decontamination? DVC Peeler advised that is not the plan. PPE will be cleaned in house as a part of routine washing. The crews will not generally be wearing turnouts while on COVID related calls. No further discussion. Call for the vote.

Aye: Chunn, Johnson, Bartel, Ayers, Town.

Nay: None.

Motion passed unanimously.

COMMUNICATIONS

Chief Nohr advised that not much has come in; though his internal email volume has increased significantly. External communications have slowed. Received a note from the ACERO staff at Ridgefield for a burger lunch with the crew at Station 21. Received several PPE donations. Among them were local resident Keith Ziegler who donated 500 pair of gloves and Trisha Lee who donated TP and hand sanitizers.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

No meeting. No report.

Fairgrounds Fire Facility Board

No meeting. No report.

Finance Committee

No meeting. No report.

Commissioner Updates

None.

STAFF REPORTS

District Secretary/Chief

Summarized the March Chief's report. Chief Nohr received information from the County Treasurer prior to the meeting that the property tax due date for self-paying customers is now June 3. Will review possible impacts to District finances with staff next week. Still filling all the seats on the apparatus. Closely watching the OT budget. If we find we are not able to cover shifts, stations may need to be browned out. Notified last Friday that the buyers may wish to withdraw their offer to purchase Station 24. Discussed with the real estate agent on Monday, April 6. We are reviewing options. Received an email from D6 Chief Maurer that they will be discontinuing their suppression volunteer program the end of this year. Also, they are no longer staffing Station 151. The Division Chiefs were briefed this morning. FD6 has adopted an emergency declaration delegating authority to the Chief in the event of Board incapacity. He is working on something similar for CCF&R for Board review. Legal has been consulted regarding options.

Commissioner Bartel asked if the FD6 volunteers would be able to come over to CCF&R. Chief Nohr affirmed that BC Konkright and DVC Peeler are working on lateral transition options. Commenting on the Chief's restriction of expenses, Commissioner Bartel asked the Board to also consider cutting back. May want to consider canceling the annual commissioner conference or limiting attendance. Chair Chunn concurred and recommended further discussion at a later meeting.

Admin Services

DVC Yager summarized the March Admin Services report. Thanked staff for their efforts while continuing work from home. Expressed appreciation of DVC Peeler's connections with the EOC and being ahead of the curve with information and policies. Summarized COVID-19 supplies on hand and on order. Reviewed the IT contract for the purpose of assessing status and needs. Those evaluations are currently in process. Commissioner Town asked about the request to delete old emails. DVC Yager confirmed that the deletions that have happened so far have decreased the file sizes. We are in the process of drafting new policies and procedures. Should we move our data to the cloud at some point, we will need to have a better handle on how we are managing our information. Chief Nohr

advised we are making an extra effort to ensure communication lines stay open. We are also coordinating PPE needs with local law enforcement.

Community Risk Reduction

DVC Jackson summarized the March CRR report. He is meeting with the city community development partners a couple times a week. Projects continue to trickle in and they are working through the backlog. Some inspections are still occurring following the proclamation guidelines. Working with Christi and the top part time inspector candidate to complete the hiring process paperwork. He will come on board when things pick up again.

Operations

DVC Peeler summarized the March Operations report. Noted a 10% decrease in call volume. The casino shutdown is driving the decreased call volume. Report is that decreased call volumes are occurring across the State and possibly nationally. The crews have stepped up to the challenge of dealing with the changes in operations. Shared he has a three times a week conference meeting with the County operations chiefs to share information and maintain uniform operations. Looking to many agencies for best practices. Concerned about the mental health of our employees. Indicate that working at the State EOC was eye opening. This is a slow moving event that we're trying to catching up to. Has learned much about EOC operations and incident management and how it fits into a large event. Has been a great learning experience. The DNR mobilization agreements have been updated to all hazard agreements for incident management team participants. Will make it easier for the fire service to engage in assisting in public events. We are able to be reimbursed under the new agreement.

DVC Yager added a reminder to empty both the deleted and sent item folders in email. This will help save space.

Chief Nohr added that changes in operations include a move to virtual training.

OLD BUSINESS

None.

LATE EDITIONS TO THE AGENDA

None.

CITIZEN COMMENTS

None.

EXECUTIVE SESSION

None.

No further discussion. Meeting adjourned at 4:47 p.m.



Attest, John Nohr
Fire Chief/District Secretary



CLARK COUNTY FIRE & RESCUE

CONSENT AGENDA

April 9, 2020

1. Minutes

- March 12
- March 26 meeting cancelled

2. Pre-paid Invoices

- \$ 276,635.54 (March Payroll Benefits)
 - i. Check Nos. 6658 – 69668
- \$ 15,649.94 (Capital Fund 6224)
 - i. EFT No. 472 paid March 30
- \$ 75,477.59 (CCFR) paid March 26
 - i. Check Nos. 20050 – 20068
- \$ 1,868.74 (FFFB) paid March 26
 - i. Check Nos. 20069 – 20070

3. Current Invoices

- \$ 62,396.00 (CCFR)
 - i. Check Nos. 20073 – 20107
- \$ 2,094.44 (FFFB)
 - i. Check Nos. 20071 – 20072

4. Approved Commissioner Stipends paid March 31

For the Period February 16 thru March 15						
Name	Regular Meeting	Committee Meeting	Assn Meeting	Educ	Other	Total
Ayers	1					1
Bartel	1					1
Chunn	1					1
Johnson	1	1				2
Town	1					1

5. Payroll

- March 1 – 31 paid March 31
 - i. \$ 555,452.17 Gross
 - ii. \$ 363,120.03 ACH net
 - iii. \$ 6,836.32 Payroll Warrant net
 - Check Nos. 6655 – 6657
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 72,149.39 941 Tax Deposit paid April 1
- March 1 – 31 paid April 8 (OT missed)
 - i. \$ 392.87 Gross
 - ii. \$ 349.94 Payroll Warrant net
 - Check No. 6669

6. March Use Tax Paid to be paid April 27

- \$ 1,100.55 (CCFR)

7. Q1 Leasehold Excise Tax to be paid April 27

- \$ 517.58 (CCFR)



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8. Voided/Destroyed Claims Warrants

- Chk No. 20070 Vendor \$ Error – replaced with 20071

Commissioner Stanley Chunn – Chair

Commissioner James R Johnson – Vice Chair

Commissioner Larry Bartel

Commissioner Ken Ayers

Commissioner David Town

Approved via video conference 4/9/2020 - see minutes