



**Clark-Cowlitz Fire Rescue
Board of Fire Commissioners Meeting Minutes
911 N 65th Avenue, Ridgefield**

December 10, 2020

Via Video Conference:

Commissioners Stan Chunn, Bob Johnson, Ken Ayers, Larry Bartel, David Town.
Division Chiefs Mike Jackson, Dan Yager, Ben Peeler.
Recording Secretary Kathy Streissguth.

Present: Chief John Nohr.

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

CALL FOR LATE AGENDA ADDITIONS

None.

CONSENT AGENDA

Motion by Commissioner Johnson to approve the consent agenda as presented. Second Commissioner Town. No discussion.

Call for the vote.

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

Nay: None.

Motion passed unanimously.

COMMUNICATIONS

An email was sent to DVC Jackson from a local fire sprinkler designer offering thanks for DFM Taylor's attention to detail during plan review. Josh caught a design error that would have cost the contractor potentially significant money to correct. The designer has made a note of the issue for future projects and was very pleased with the information provided by DFM Taylor regarding local codes. A thank you card and goodies were provided to the Admin staff and response crews at Station 21 from Citizen/Commissioner Larry Bartel.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Risk Management Group

No meeting. No report.

Fairgrounds Fire Facility Board

No meeting. No report.

Finance Committee

Commissioner Town summarized the proposed changes to the 2020 budget discussed during today's Finance Committee meeting.

Commissioner Updates

Commissioner Bartel conveyed his thanks to all department members for their efforts over the past year – it's been a challenge. Commissioner Chunn echoed the statement and additionally expressed his appreciation for DFM Taylor's work.

STAFF REPORTS

Admin Services

DVC Yager summarized the summarized the November Administrative Services report.

Community Risk Reduction/CARES

DVC Jackson detailed the November CRR and CARES program reports. Congratulated Volunteer Cassidy Flaherty who successfully passed her ICC Fire Inspector I certification. Commissioner Chunn commented that it's exciting to be involved in the CARES program and the opportunities it brings to further expand service to the community.

Operations

Due to current report functionality issues with our incident reporting system, Chief Nohr advised there was no data available for the November Operations report. The system issue is not specific to CCFR. DVC Peeler shared his appreciation for the Support Division's tender response (Jason Lee, Justin Gordon and Jason Lattig) to the November 28 fire on 209th Street in Ridgefield. Discussed the November training burn. Another burn is scheduled in 2021 and the crews will have the opportunity for several months of training in the structure. The fire dispatch app have moved from Active911 to iSpy Fire. The new program integrates with CAD and provides live dispatch notes. Still in test mode, but overall everyone seems to be pleased with the switch. Tomorrow night operations is providing a coverage crew for Cowlitz 5 in Kalama to allow their personnel to attend the memorial service for a recent volunteer LODD.

District Secretary/Chief

Chief Nohr covered the November Chief's report. Advised that a WSP Lieutenant will be staying in one of the dorms at Station 151 while he finds permanent housing during his SW Washington assignment. Thank you to the maintenance team for the apparatus repair cost savings. They have completed a lot of work in house. Thanks to DVC Jackson for working with WA DOT to get a traffic interrupter device installed at Exit 22 in Woodland. CCFR contributed \$6,500 towards the equipment cost and DOT will perform the installation. The equipment will make it much safer for our personnel and additionally speed up response by helping clear out the intersection. Will have information regarding the new bond with Cashmere Valley Bank at the next meeting. Chief Nohr's recommendation is to purchase two engines, a squad and related necessary response equipment. Discussed Covid vaccinations. Emergency response personnel, healthcare workers and law enforcement are considered Tier 1 and will be eligible to receive the first vaccinations in the County. MPD Wittwer is coordinating the distribution of the vaccines, which should be available in the next couple weeks. Thanked DVC Peeler for his work on Lexipol, which is up and running. The new policy format will be rolling out in the coming months.

EXEMPT EMPLOYEE SPECIAL COMPENSATION – POLICY NO. 524.11.13

Revisited the proposed policy update presented at the November 14 meeting. Discussion. Motion by Commissioner Bartel to adopt Policy No. 524.11.13 as presented. Second Commissioner Johnson. No further discussion. Call for the vote. Aye: Ayers, Bartel, Chunn, Town, Johnson. Nay: None. Motion passed unanimously.

2020 PROPOSED BUDGET AMENDMENT – RESOLUTION NO. 201210-1

Chief Nohr reviewed the proposed changes to the budgets. Motion by Commissioner Johnson to adopt Resolution No. 201210-1, a resolution amending the 2020 budgets. Second Commissioner Ayers. Discussion. Recommendation by the Finance Committee to adopt the resolution as proposed. No further discussion. Call for the vote. Aye: Ayers, Johnson, Bartel, Chunn, Town. Nay: None. Motion passed unanimously.

LATE EDITIONS TO THE AGENDA

The next scheduled meeting falls on Christmas Eve. At this time there doesn't appear to be any pressing business that needs to be conducted before year end. Anticipate the December 24 meeting to be cancelled. Commissioner Chunn will confirm when we get closer to the date.

CITIZEN COMMENTS

None.

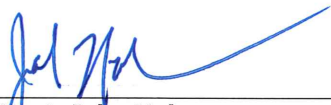
OLD BUSINESS

None.

EXECUTIVE SESSION

None.

No further discussion. Virtual meeting adjourned at 5:02 p.m.



Attest, John Nohr
Fire Chief/District Secretary



**CLARK-COWLITZ FIRE RESCUE
CONSENT AGENDA
December 10, 2020**

1. Minutes
 - November 12
2. Pre-paid Invoices
 - \$ 40,152.27 (CCFR)
 - i. Check Nos. 20548 – 20564 paid November 30
 - \$ 912.48 (FFFB)
 - i. Check No. 20547 paid November 30
 - \$ 260,748.98 (CCFR November Payroll Benefits & DRS)
 - i. Check Nos. 6816 – 6825 paid November 27
3. Current Invoices
 - \$ 1,080.37 (FFFB)
 - i. Check Nos. 20565 – 20566
 - \$ 9,032.59 (Capital Fund 6224)
 - i. Check No. 20567
 - ii. EFT 2186
 - \$ 51,514.48 (CCFR General Fund 6228)
 - i. Check Nos. 20568 - 20609
4. Payroll
 - November 1 – 30 paid November 30
 - i. \$ 548,704.77 Gross
 - ii. \$ 365,686.83 ACH net
 - iii. \$ 0.00 Payroll Warrant net
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 70,962.27 941 Tax Deposit paid December 1
5. November Use Tax
 - \$ 1,580.80 (CCFR) to be paid December 15
6. Voided/Destroyed Claims Warrants
 - None

APPROVED 12/10/2020

Commissioner Steve Culp – Chair

Commissioner James Johnson – Vice Chair

Commissioner Fern Babel

Commissioner Keith Aye

VIRTUAL MEETING

Commissioner David Town