



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

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**May 13, 2021**

Via Video Conference:

Commissioners Bob Johnson, David Town.

Recording Secretary Kathy Streissguth.

Present: Commissioners Ken Ayers, Larry Bartel. Chief John Nohr. DVC Ben Peeler and Dan Yager.

Meeting called to order by Commissioner Johnson at 4:02 p.m.

Flag Salute

**CALL FOR LATE AGENDA ADDITIONS**

Review of Architectural and Engineering service RFQ.

**CONSENT AGENDA**

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

Call for the vote.

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

Nay: None.

Motion passed unanimously.

**COMMUNICATIONS**

River incident follow up from LifeFlight. Thank you from Longview Fire Department for DVC Jackson and BC Berg's assistance with their promotion testing process. Thank you card from Ridgefield Mayor Stose making the State of the City Address a success. Commissioner Bartel and Chief Nohr attended the ilani Resort hotel groundbreaking ceremony. Thank you note to the Firefighter's Association from Neighbors Helping Neighbors Food Bank. Chief Nohr sent a thank you email to Woodland PD Chief Kelly commending two WPD officers for their assistance during a recent cardiac event. Chief Kelly responded with his thanks and appreciation for the collaboration between the two agencies.

**CITIZEN COMMENTS**

None.

**STANDING COMMITTEES**

**Clark County Fire Risk Management Group – Bartel**

No meeting. No report.

**Fairgrounds Fire Facility Board – Johnson**

Commissioner Johnson summarized the May 12 meeting. Mike McCabe replaced Phil Sample as the CCSO precinct Commander. Provided information on a proposed fencing project and an update on a keycard access system to improve facility security. The FFFB approved the projects to move forward subject to final review. CCSO will cover the costs.

### **Finance Committee – Town**

Commissioner Town summarized the May 13 Finance Committee meeting review of the 2020 annual financial report compiled by Finance Specialist Kathy Streissguth for submission to the State Auditor. The report is due no later than May 30.

Recommendation from the Committee to approve the report for submission.

Motion by Commissioner Bartel to approve the report as recommended. Second by Commissioner Ayers. No discussion.

Call for the vote.

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

Nay: None.

Motion passed unanimously.

### **WFCA Region VIII Update – Bartel**

No report.

### **Commissioner Updates**

Commissioner Bartel reported on the ilani Resort hotel groundbreaking and on information he received regarding other upcoming Cowlitz projects.

## **STAFF REPORTS**

### **Admin Services**

DVC Yager summarized the April Administrative Services and Finance reports. The rehab bus at auction closed on May 12 for \$16,600. Noted that IT/computer issues have are fewer with the new vendor. Chief Nohr advised our system is more secure and we are better protected from ransomware.

### **Operations**

DVC Peeler reviewed the April Operations report. Advised that one non-vaccinated employee was exposed to Covid and is in quarantine. He will miss the next three (3) work shifts. Noted that 81-82% of CCFR operational personnel are now vaccinated. Discussion on vaccination and masking mandates. Chief Nohr is working with Local 3674 to encourage all employees to vaccinate. The one employee on long-term medical leave and assigned to light duty has been released to return to the line.

### **Community Risk Reduction/CARES**

No report.

## **CHIEF'S REPORT**

Chief Nohr summarized the April Chief's report. Noted that the State EMD is predicting a severe drought on the west side. Department personnel participated in another vaccination clinic at Woodland High School this past weekend. Commissioner Bartel and Chief Nohr attended a Ridgefield School District community meeting reviewing the education plan going forward. Waiting for the State to make changes in requirements following the new CDC masking recommendations.

## **LEXIPOL POLICIES**

Chief Nohr reviewed the process to get the Lexipol policy program up and running. Policies undergo administrative review by the Chiefs as well as another look by personnel from each of the shifts. Chief Nohr requested approval of the first group of policies presented to the Board. Discussion. Several language updates requested by the Board. Chief Nohr will

make the changed and bring them back for approval at the next meeting. There will be additional policies available for review at that time.

**LATE EDITIONS TO THE AGENDA**

Summarized the staff report provided on the architectural and engineering request for qualifications (RFQ) advertised on April 16. Deadline for submissions was May 3. One packet was received from Johansson Wing Architects. Recommendation to accept JWA as the district's architect of record. Discussion.

Motion by Commissioner Bartel to approve JWA as the district's architect firm. Second by Commissioner Town. No discussion.

Call for the vote.

Aye: Ayers, Johnson Town, Chunn, Bartel.

Nay: None.

Motion passed unanimously.

**CITIZEN COMMENTS**

None.

**EXECUTIVE SESSION**

None.

No further discussion. Meeting adjourned at 5:06 p.m.



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Attest, John Nohr  
Fire Chief/District Secretary



# CLARK-COWLITZ FIRE RESCUE CONSENT AGENDA May 13, 2021

1. Minutes
  - April 22
2. Pre-paid Invoices
  - \$ 2,174.04 (CCFR General Fund 6228)
    - i. Check Nos. 20935 – 20937
    - ii. EFT Debit 830
  - \$ 350.03 (FFFB Fund 6254)
    - i. Check No. 20938
  - \$ 299,749.71 (CCFR April Payroll Benefits & DRS)
    - i. Check Nos. 6916 – 6927
3. Current Invoices
  - \$ 87,021.72 (CCFR General Fund 6228)
    - i. Check Nos. 20941 – 20981
  - \$ 1,427.29 (FFFB Fund 6254)
    - i. Check Nos. 20939 – 20940
  - \$ 8,283.00 (Capital Fund 6224)
    - i. ACH No. 908
4. Payroll
  - April 1-30 paid April 30
    - i. \$ 605,953.31 Gross
    - ii. \$ 390,784.85 ACH net
    - iii. \$ 11,253.15 Payroll Warrant net
      - Check Nos. 6900 – 6915
    - iv. \$ 0.00 Payroll VOIDED
    - v. \$ 80,758.47 941 Tax Deposit paid April 30
5. April Use Tax
  - \$ 1,112.85 (CCFR) to be paid May 25
6. Voided/Destroyed Claims Warrants
  - None

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Commissioner Stanley Chunn – Chair

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Commissioner James R Johnson – Vice Chair

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Commissioner Larry Bartel

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Commissioner Ken Ayers

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Commissioner David Town