



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

January 13, 2022

Present:

Commissioners Stan Chunn, Bob Johnson, Ken Ayers, Larry Bartel, David Town.
Chief John Nohr. DVC Mike Jackson and Ben Peeler.

Remote:

Recording Secretary Kathy Streissguth.

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

Flag Salute.

CALL FOR LATE AGENDA ADDITIONS

None.

Meeting moved to the truck bay at 4:01 p.m.

SWEARING IN CEREMONY

Chief Nohr conducted a swearing in ceremony for two full time personnel: Firefighter Paramedic Chris Edmonds (new hire) and Colby Gratzer (promotion to Captain). Acknowledged the January 8 retirement of Support Volunteer Steve Streissguth who served a combined 50 years between volunteering and his career at Vancouver Fire.

Meeting reconvened in the public meeting room at 4:16 p.m.

2022 OFFICERS

Motion by Commissioner Johnson to retain Commissioner Chunn as Chair. Second Commissioner Town. No discussion. Motion passed unanimously.

Motion by Commissioner Bartel to retain Commissioner Johnson as Vice Chair. Second Commissioner Town. No discussion. Motion passed unanimously.

2022 COMMITTEE APPOINTMENTS

Chair Chunn confirmed the following committee appointments:

- Clark County Fire Risk Management Group – Bartel
- FFFB – Johnson; Alternate Chunn
- Finance – Chunn and Town; Alternate Ayers
- BVFF – Chunn and Ayers; Alternate Town

CONSENT AGENDA

Nohr advised the joint meeting minutes were not distributed with enough time for review. January 11 FD6 Joint Meeting minutes pulled from the consent agenda.

Motion by Commissioner Bartel to approve the consent agenda as amended. Second Commissioner Town. Commissioner Town asked if we had changed HVAC vendors. Advised that Portland Mechanical was bought out by JH Kelly in 2020 and they have

finally gotten around to updating the name on their invoicing. No further discussion. Call for the vote. Motion passed unanimously.

COMMUNICATIONS

Received the final financial and accountability reports from the State Auditor. CCSO press release regarding the Cherry grove church arson fire in July 2021. Two teens were arrested and assigned community service.

CITIZEN COMMENTS

None.

STANDING COMMITTEES

Clark County Fire Risk Management Group

Commissioner Bartel provided an update from the January 5 meeting. Met with the new agent. Clark 6 Commissioner Haines was elected chair. Commissioner Bartel is Vice Chair. Tina Mensinger will continue as secretary. The 2022 accident & sickness policy rates are available. No changes to the policy.

Fairgrounds Fire Facility Board

Commissioner Johnson summarized the January 12 FFFB meeting. Commissioner Bartel clarified any meetings with the Fairground Neighborhood Association will be scheduled after more information is available and coordinated with both Chiefs and Clark 6 Commissioner Lothspeich. Nohr advised DVC Peeler and Clark 6 Chief Russell will work on the operations plan. BC Rommel and Clark 6 Chief Newberry will manage logistics. Chiefs Maurer and Nohr will develop the necessary MOU and ILA. Clark 6 has recommended ensuring a joint message and using one media platform for the virtual meetings. Discussed audio issues with the virtual meetings – have ordered a new microphone for better clarity for virtual meetings. Will likely use the Clark 6 You Tube channel for future meetings.

Finance Committee

No meeting. No report.

Local BVFF

No meeting. No report.

Commissioner Updates

Commissioner Johnson advised he sat in on the meeting on the new Rosenbauer engine. It was a thorough, professional meeting. Commissioners Johnson and Bartel attended Clark 6 Commissioner Collins retirement event.

Commissioner Chunn asked about fire engine delivery timelines. Chief Nohr advised the Rosenbauer is now in Spokane and will be delivered by the vendor once the detailing is complete. Will advise the exact delivery date once known. The Cowlitz will schedule a christening ceremony sometime after delivery. Discussed the Pierce engines timeline (early spring) and February or March for the new truck. The equipment from Shop18 (currently out of service) will be moved over to the new Rosenbauer along with new equipment already purchased. May be about 6 weeks before the in-service ceremony.

STAFF REPORTS

Chief Nohr advised that the reports will be provided verbally. A 2021 year end recap will be provided in addition to the January reports.

Operations/Training/Logistics – Peeler

DVC Peeler is working out report discrepancies. There were 742 more calls in 2021 over 2020; a 17.5% increase. The busiest companies remain consistent: TO21 is first with E23 being second busiest as it's pulled in as second due into both Woodland and Ridgefield. Training division kept busy with 11 new hires in 2021 replacing retirees, resignations and new positions. There were 5 officer promotions. Commissioner Ayers asked about call categories. DVC Peeler advised the increase was primarily medical. Commissioner Chunn asked to have the I-5 calls broken out separately. DVC Peeler advised they probably aren't significant. Commissioner Town asked if there is a dollar amount we can assign to the increased call volume. Staff will evaluate to see if we can assess how increased calls relates to increased cost.

Community Risk Reduction/CARES – Jackson

DVC Jackson covered the CRR and CARES activities for December with updates on current program activities. CARES services are in need. Meeting with Peace Health and Legacy to ensure their staff is aware of our programs for referrals. Partners at SWACH are pleased with our results. Working on the 2022 scope of work and path to sustainable funding. Solid funding is secured for the year. Still getting in-house referrals. Hoping the funding will open other opportunities with neighboring agencies.

Construction isn't slowing down for CRR with new projects continuing to roll in. Reviewed several projects in various stages of development. Noted that several outstanding inspection fees have been caught up. Continue to receive good feedback from the contractors. The submission process has been streamlined to the benefit of all.

Chief Nohr commented that DVC Jackson did a great job presenting the program to the County Fire Chiefs.

A submittal has been received for Clark College's first building. A potential YMCA building in Ridgefield is still in the initial planning stage. Explained the pre-application review process is often just a root concepts presentation to determine whether the project is viable – basically a tire kicking session. Until building plans are submitted, project proposals are not ensured to move forward and even then could be dropped.

District Secretary/Chief

Chief Nohr covered the December Chief's report. HR/Finance December report. Conditional job offers have made to two entry level firefighters scheduled to start March 21: Riley Phillips, a 3-year CCFR combat volunteer and Brett Adams, a local high school teacher. Covid continues to impact the department. No one has gotten severely sick, but a couple employees have fallen sick. Medical Program Direct Wittwer is concerned. He is leading the discussion on contingency plans if a number of response personnel are out. Clark 6 recently had 8 out, VFD had 10. Thanked Airen Elizabeth for her role as infection control officer and managing the quick tests.

Working with Chiefs Sorenson (Clark 3) and Maurer (Clark 6) on impact fees in unincorporated Clark County to revisit the request to County Counselors to allow us to assess impact fees. Vancouver is also participating as they provide service to

Clark 5. More information to follow. Also would like to move forward with Ridgefield to implement impact fees in the city. Will have a plan in the next few months.

The fee schedule adopted in 2018 needs to be updated. Working with DVC Jackson and will have a document approval at a subsequent meeting. Chief Nohr attended a Ridgefield community meeting on January 5. The school district is looking at a bond in February to complete the new school on North 10th Street and well as updating the high school.

Submitted a letter to the Cowlitz County Development Director in support of the City of Woodland urban growth area expansion into the bottoms.

Commissioner Bartel asked about reimbursement for covering personnel off due to covid. Chief Nohr confirmed we are continuing to track those costs and request reimbursement while the program is available. Also requested an update on progress of the strategic plan. Chief Nohr will put together an update.

POLICY - HARRASSMENT

Chief Nohr discussed the proposed Lexipol policy for adoption, which is in compliance with Federal and Washington state laws. A similar policy is now in place, but the proposed policy has been reformatted to the new manual. Motion to approve Policy 1012, Discriminatory Harassment by Commissioner Bartel. Second Commissioner Ayers. No discussion. Motion passed unanimously.

Chief Nohr advised a number of policies will be ready for review/approval in the coming months.

JOINT FD6 MEETING – JANUARY 11

Chief Nohr advised an MOU is required for Clark 6 to be eligible for the tender credit. Shared DVC Peeler's operation bulletin on tender response, which provides guidance and addresses the who will respond question posed by Clark 6 at the joint meeting.

EMS LEVY

Chief Nohr has communicated with legal counsel regarding an EMS levy. He will prepare the resolution documents if the Board chooses to move forward with the levy. The intent to run a levy in the August primary must be submitted to the county by May 13. Reviewed the EMS levy proposed expenditure plan, which has been updated to 2022 costs. Discussed wait times for ambulances. Clarified the \$80K ambulance cost is per year for 10 years. Commissioner Town asked about rate options. Maximum allowed is \$0.50 per thousand. All agreed clear public communications are needed. Recommendation to request \$0.50. Clark 3 doesn't have an EMS levy and are not able to run one as part of their district is in EMS District 1 (NCEMS). The law does not permit them to have more than one EMS levy in the same area. Chief Nohr confirmed that no part of CCFR is in EMS District 1. Commissioner Bartel strongly recommended moving forward with a levy. Need to decide whether to ask for \$0.45 or \$0.50. Discussion on whether it will cause confusion if Clark 6 is at \$0.45 and CCFR asks for \$0.50. Chief Nohr recommended a 6-year levy. Commissioner Chunn commented the proposed levy will need a lot of public education. Public education on the issue needs to start now. Recommendation to coordinate with Clark 6 for joint communication. Chief Nohr requested Board direction to move forward with the levy. Motion by Commissioner Bartel to direct the chief to prepare a resolution for the first meeting in March to place an EMS levy on the August ballot. Second Commissioner Town. Discussion. Chief Nohr advised a

permanent levy requires a separate accounting and can be terminated by referendum. Term levy proceeds may be placed in the general fund. Commissioner Bartel pointed out if we're doing our job the public will see the value and support the proposal. Discussed the risk that not passing a levy renewal would result in a loss of services. Call for the vote. Motion passed unanimously.

LATE EDITIONS TO THE AGENDA

None.

CITIZEN COMMENTS

None.

OLD BUSINESS

None.

EXECUTIVE SESSION

Moved to executive session at 5:40 p.m. to update the Board on Local 3674 BC unit contract negotiations. Anticipated length of session 20 minutes. No action anticipated. Meeting resumed at 6:00 p.m.

No further discussion. Meeting adjourned at 6:00 p.m.



**Attest, John Nohr
Fire Chief/District Secretary**



**CLARK-COWLITZ FIRE RESCUE
CONSENT AGENDA
January 13, 2022**

1. Minutes

- December 9 *SC*
- ~~January 11 FD6 Joint Meeting~~

2. 2021 Pre-paid Invoices

- \$ 239,761.93 (December Payroll Benefits & DRS)
 - i. Check Nos. 22050 – 22059 dated December 30
- \$ 719.78 (FFFB Fund 6254)
 - i. Check No. 100181 dated December 23
- \$ 54,511.33 (CCFR Fund 6228)
 - i. Check Nos. 100182 – 100198 dated December 23
 - ii. ACH 2423 – 2425 paid December 24
- \$ 900.00 (CCFR Capital Fund 6224)
 - i. ACH 2405 paid December 24
- \$ 2,787.26 (FFFB Fund 6254)
 - i. Check Nos. 100199 – 100201 dated December 31
- \$ 70,251.06 (CCFR Fund 6228)
 - i. Check Nos. 100202 – 100219 dated December 31
- \$ 95,307.71 (Q4-21 Payroll Taxes)
 - i. Check Nos. 22060 – 22063 dated December 31

3. 2022 Pre-paid Invoices

- \$ 102,979.32 dated January 6
 - i. Check No. 22064 (Background Checks)
 - ii. Check No. 22065 (January Medical Insurance Premiums)

4. Current Invoices

- \$ 695.37 (FFFB Fund 6254)
 - i. Check Nos. 100220 & 100258
- \$ 76,224.12 (CCFR General Fund 6228)
 - i. Check Nos. 100221 – 100257
 - ii. EFT 12
 - iii. ACH 13-15

5. 2021 Fund Transfer – December 31

- \$ 43,139.50 (General 6228 to Equip Fund 6228-1)

6. 2022 Fund Transfer

- \$ 4,283.50 (General 6228 to FFFB Fund 6254)

7. Voided/Destroyed Claims Warrants

- 100226 replaced with 100257 – 100258

8. December Use Tax

- \$ 1,176.68 (CCFR) due January 25



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9. Approved Commissioner Stipends paid December 31


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

10. Payroll

- December 1 – 31 paid December 31
 - i. \$ 743,076.54 Gross
 - ii. \$ 451,074.97 ACH net
 - iii. \$ 0.00 Payroll Warrant net
 - iv. \$ 0.00 Payroll VOIDED
 - v. \$ 99,764.06 941 Tax Deposit paid December 31


 Commissioner Stanley Chunn – Chair


 Commissioner James R Johnson – Vice Chair


 Commissioner Larry Bartel


 Commissioner Ken Ayers


 Commissioner David Town



Meeting Date

1/13/22

Stated purpose of this executive session:

- To consider matters affecting national security.
- To consider the selection of a site or the acquisition of real estate.
- To consider the minimum price at which real estate will be offered for sale or lease.
- To review negotiations on the performance of publicly bid contracts.
- To receive and evaluate complaints or charges brought against a public officer or employee.
- To evaluate the qualifications of an applicant for public employment.
- To review the performance of a public employee.
- To evaluate the qualifications of a candidate for appointment to elective office.
- To discuss with legal counsel representing the agency (present or via telephone conference) matters relating to agency enforcement actions.
- To discuss with legal counsel representing the agency (present or via telephone conference) litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party.
- To discuss collective bargaining negotiation strategies.

Meeting recessed at 1740 Hrs

Anticipated length of session 20 Mins

Announcement of extended session N/A Hrs

Anticipated extended length of session N/A Mins

Meeting resumed at 1800 hrs Hrs

Action anticipated YES NO

Reference RCW Chapter 42.30