



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

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**November 9, 2023**

Present:

Commissioners Stanley Chunn, David Town, Ken Ayers, Larry Bartel, Jade Bourke. Chief John Nohr. DVCs Ben Peeler, Mike Jackson and Eamonn Ryan. Recording Secretary Kathy Streissguth.

Meeting called to order by Commissioner Chunn at 4:03 p.m.

Flag Salute.

## **CALL FOR LATE AGENDA ADDITIONS**

None.

## **SWEARING IN CEREMONY**

Chief Nohr conducted the promotional swearing in ceremony for Captain Ryan Sutton, a lateral hire from Portland Fire and former District 11 cadet and volunteer.

## **CONSENT AGENDA**

Motion by Commissioner Bartel to adopt the consent agenda as presented. Second Commissioner Bourke. Commissioner Bourke asked if CPU will reimburse the expense, as the leak was on their side of the meter. DVC Peeler did follow up and is waiting to hear back. Information provided on the off-road winch-out for E29. Tax and licensing fees paid for the new ambulance procured by the Cowlitz Indian Tribe. CCFR now owns the apparatus. No further discussion. Motion approved unanimously.

## **COMMUNICATIONS**

Chief Nohr read a thank you letter from the Skamania County Sheriff's Office to the Region IV TRT for its assistance in recovering a drowning victim. Clark 6, Vancouver Fire and CCFR all participated in the recovery.

## **CITIZEN COMMENTS**

Recognized City of Ridgefield Mayor Jennifer Lindsey who thanked the chiefs and commissioners for their regular attendance at the city council meetings. She is committed to improving communications between the agencies and will make every effort to attend meetings over the next year as her schedule allows.

## **STANDING COMMITTEES**

### **Clark County Fire Risk Management Group**

Commissioner Bartel advised that the group's insurance agent is getting additional quotes for earthquake insurance.

### **Fairgrounds Fire Facility Board**

Commissioner Chunn and Chief Nohr recapped the November 8 FFFB meeting. Call volume is average 100 calls per month, which is busier than FD6 Station 62. The budget will likely need further adjustments as the facility needs aren't quite

finalized and with it being the first year of full-time operations, all costs are known.

### **Finance Committee**

Commissioner Town reported the finance committee met earlier in the day to review the final draft of the 2024 budget. The committee recommends adoption of the budget as presented and encourages the Board to consider placing a lid lift on the primary ballot. He thanked all staff for their work in putting the budget together, which was an especially challenging task this year with the addition of so many new employees.

### **WFOA Region VIII – Bartel**

No meeting. No report.

### **Local BVFF**

No meeting. No report.

### **Cowlitz Indian Tribe – Contract Liaison Bartel/Bourke**

Still need to schedule a meeting with Timi Russin. Chief Nohr will follow up again.

### **Commissioner Updates**

Commissioner Bartel advised he contacted Mayor Lindsey earlier in the week to request another joint meeting to discuss the TIF. She advised the city doesn't typically meet in that manner and does not want to do so at this time.

## **STAFF REPORTS**

### **Operations/Training – DVC Ryan**

DVC Ryan summarized the October operations report. Academy progressing well. Commended Training Division BC Leavitt on successfully processing 29 personnel this year – the last group of laterals will finish up in mid-December. The new ambulance will be blessed by the Cowlitz Indian Tribe at the ilani Resort Christmas tree lighting on Friday November 10. The La Center coat drive will be held on Wednesday, December 1. The event, started almost 25 years ago by District 12, has gotten so big the city has taken over coordination of the event. There are now four fire engines that will tour the city with Santa to gather the coats. Crews will also be delivering Santa to the annual 4<sup>th</sup> Street Bazaar event on December 3. Participation in city events remains a priority.

### **Admin/Logistics – DVC Peeler**

DVC Peeler summarized the October Logistics and Administrative report. Advised a meeting to discuss the ambulance transport contract with the City of Vancouver and their consultant today was cancelled and moved to next week. No updates at this time. Reviewing IT protocols following a recent event with Clark County. In communication with a potential new IT service provider. Advised the ambulance gurney arrived and is installed. The remodel of the new CRR offices is complete – furniture is being order and personnel should be moving to the new location soon. Confirmed that the Station 21 modification of the BC office/dorm is on hold. Will reapply for a permit when funding is identified. The CRR move has alleviated the pressure for modified space.

### **Community Risk Reduction/CARES – DVC Jackson**

DVC Jackson detailed the CRR/CARES activities for October. Records management issues with the software provider on reports. Made headway earlier in the day –

should have more comprehensive reports next month. The team continues to be busy. Working to coordinate ongoing County-wide fire marshal training. Several successful outreach training occurred during fire prevention month.

### **CHIEF'S REPORT**

Chief Nohr advised he didn't have a lot and has been busy with the budget, conference, the transport contract and the TIA.

At Chief Nohr's request, Kathy Streissguth reviewed the new Board timecard format to more easily capture Board participation in various events and identify eligible paid days for payroll processing. Updates for 2024 include a daily stipend rate of \$158 with a limit of 12 meetings per month. The limit to date was 8 paid meetings per month.

### **TRANSPORT CONTRACT LIAISON**

Following the joint meeting with Clark Fire Districts 3 and 6, Commissioner Chunn identified the need for a committee of one Commissioner and the Chief to liaison with EMS District 2 and the City of Vancouver in regards to the County ambulance transport services contract RFP facilitated by the City. Commissioner Bourke expressed interest in the position. Motion by Commissioner Bartel to appoint Commissioner Bourke as the EMS District 2 Liaison. Second Commissioner Town. No discussion. Motion passed unanimously. Motion by Commissioner Town to appoint Commissioner Bartel as the alternate. Second Commissioner Chunn. No discussion. Motion passed unanimously.

Commissioner Bartel commented that the contract will be a significant challenge which will impact everyone. Should reach out to the cities to advise them of the issue. Chief Nohr has already shared information with Ridgefield City Manager Steve Stuart. He plans to reach out to Woodland and La Center. All agreed it's important to get ahead of this. The next contract discussion will be held on Wednesday, November 17 at 4:00 p.m. It's important for the fire districts to have input, as currently fire has no say in the matter. FD6 Chief Maurer planned to contact County Councilor Sue Marshall regarding the contract; Chief Nohr will follow up with her on Monday.

### **RIDGEFIELD TAX INCREMENT AREA (TIA)**

Chief Nohr provided a copy of the City of Ridgefield draft interlocal agreement (ILA), which has been reviewed by legal and marked up with suggested changes. Recommended changes summarized. Discussion.

Update on informational meeting with the State Legislators are actively moving forward to propose a change to the TIF law. The Republications are looking for a democratic partner.

### **PORT OF RIDGEFIELD TAX INCREMENT AREA (TIA)**

Chief Nohr advised that Director Randy Mueller sent an email informing him the Port of Ridgefield plans to move forward with implementing at TIA, one of which (at the 179<sup>th</sup> Street Junction with I-5) will also affect FD6. They are looking forward to working with the Commissioner Chunn suggested setting up a joint meeting the Port Board.

### **2024 BUDGET RESOLUTIONS**

Chief Nohr briefly reviewed the three resolutions required to approve the 2024 budget and tax levy. Noted the 1% tax limitation will be in effect for the next tax year. Challenging with all the activity in 2023 including the additional EMS levy. Not anticipating any new firefighter hires in the next year. Anticipating a new full-time

civilian facilities and maintenance coordinator. Advised that DVC Jackson is working on a PIO plan. The accounting assistant position for finance was not filled in 2023, but has been carried forward to 2024. Other new items include several large capital improvements such roofing for Stations 21 and 23, two replacement staff vehicles. One time costs for the mass hiring in 2023 was reduced. Identified several large equipment purchases to be delayed until after August. These items would not be purchased should the proposed lid lift fail. Advised there will be a vacancy in the BC unit following the retirement of BC Konkright the end of January. For the interim, the plan is to fill the fire training position with a captain. There is not currently a promotional list for BC. The Training BC will move into the vacated seat. Commissioner Chunn asked for an update on the implementation of the ClearGov budgeting program. Chief Nohr advised he and Finance Manager Streissguth have set implementation of the program as a priority for 2024.

Motion by Commissioner Bartel to adopt Resolution No 231109-1, a resolution authorizing. Second Commissioner Town. No discussion. Motion passed unanimously.

Motion by Commissioner Chunn to adopt Resolution No. 231109-2, a resolution authorizing. Second Commissioner Bartel. No discussion. Motion passed unanimously.

Motion by Commissioner Bourke to adopt Resolution No. 231109-3, a resolution adopting the 2024 district budgets. Second Commissioner Bartel. No discussion. Motion passed unanimously.

#### **POLICY REVIEW**

DVC Peeler sent four policies to the Board for review. Motion by Commissioner Bartel to adopt Policy 709 – Photography and Electronic Imaging, Policy 214 – Public Comment Periods During Commissioner Meetings, Policy 318 – Safe Haven for Newborns, and Policy 322 – Child Abuse Reporting. Second Commissioner Bourke. Commissioner Bourke advised he saw no issues with the policies as written. No discussion. Motion passed unanimously.

#### **LATE EDITIONS TO THE AGENDA**

No late additions. Commissioner Bartel asked about the timeline to ensure the agreement is approved within the 30-day limit for mitigation. Chief Nohr will forward the ILA to City Manager Stuart with the recommended changes. May need another meeting at the end of the month if the agreement is sent back from the city with further changes.

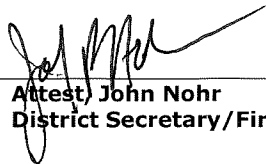
#### **CITIZEN COMMENTS**

None.

#### **EXECUTIVE SESSION**

None.

No further discussion. Meeting adjourned at 5:25 p.m.



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Attest, John Nohr  
District Secretary/Fire Chief