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

November 21, 2024

Present:
Commissioners David Town, Larry Bartel, Jade Bourke, Ken Ayers.
Chief John Nohr. ACs Ben Peeler and Eamonn Ryan.

Chief Nohr shared that Commissioner Chunn will be late to the meeting.

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

Flag Salute.

CALL FOR LATE AGENDA ADDITIONS
None.

CONSENT AGENDA
Motion by Commissioner Town to adopt the consent agenda as presented. Second Commissioner Chunn. Discussion. Invoice not received from VFIS for the tail policy. Travel costs to Texas for a cadaver class for 4 paramedics. AC Peeler commented that he understood the course had been denied. Will investigate. No further discussion. Motion passed unanimously.

COMMUNICATIONS
Notice from St Louis Fire regarding an opportunity to purchase line of duty death (LODD) bricks at their memorial. Notice of intent letter from Director Keene regarding the Port of Woodland's intent to establish a tax increment area. Discussion. Expecting the Port's TIA will be adopted in April 2025.

CITIZEN COMMENTS
None.

STANDING COMMITTEES

Clark County Fire Risk Management Group – Bartel
Commissioner Bartel reported the Group met to approve the 2025 budget and new policy premiums. Advised the lawsuit against FD6 was dropped with no settlement.

Fairgrounds Fire Facility Board – Chunn
Chief Nohr summarized the November 13 FFFB meeting.

Finance Committee – Town/Bourke
No report.

WFCA Region VIII – Bartel
No report.

Local BVFF – Chunn/Ayers
No report.

Cowlitz Indian Tribe – Contract Liaison Bartel/Bourke
Chief Nohr spoke with Timi Russin about meeting to discuss the 2025 service fee. No date set.

EMS District 2 – Bourke
Commissioner Bourke reported the District released their annual report. They are on track to complete the agreement with AMR and the City of Vancouver. AMR will provide services in 2025, a new contract will be in place for 2026. The County Council approved release of the RFP for services. The next meeting will be held on January 13, 2025 at 2:30 p.m. Chief Nohr added the workgroup will meet on December 5 and consists of the chiefs from Fire Districts 3, 6 and CCFR, MPD Dr. Macht, former MPD Dr. Wittwer, the city managers of Battle Ground and Ridgefield, County Councilor Sue Marshal, CRESA representative Dave Fuller and Doug Smith Lee, and County procurement staff.

Port of Ridgefield – Bartel
Commissioner Bartel reported the Port adopted their 2025 budget. Noted they made comments on how little they collect from taxes and how much they are producing. The County will be charging to administer collection of TIF funds. Will be $15,000 the first year, and $8,000 annually thereafter. TIF funds will be used to pay these fees. Per the City of Ridgefield, the Pioneer Street widening project will be completed in one year.

Port of Woodland – Bourke
Commissioner Bourke advised the Port also adopted their 2025 budget. They have brought on 4 new leases.

Commissioner Updates
Commissioner Bartel shared he heard at the WFCA Conference that the City of Seattle is purchasing a new ladder truck for $2.7 million.

CHIEF'S REPORT
Chief Nohr received a letter of resignation from long-time volunteer Justin Gordon, who was hired full-time by Clark Fire 10 earlier this year. Email from Airen Elizabeth about the move to our new IT services vendor Fastech, based in La Center. Commended the communication team for doing a great job spotlighting the veteran employees of CCFR. AC Jackson shared information on the recent open house for the Clark College Ridgefield site. Advised that AC Peeler was elected co-chair of the State Fire Defense Committee.

Commissioner Chunn arrived at 4:18 p.m.

Expressed thanks to Commissioner Bartel for his work on the insurance coverage transition. Advised that an opportunity has come up to acquire an additional ambulance. The Cowlitz Indian Tribal Foundation has committed to purchase two. One is in service, the second is on order and won't be delivered until 2026. Both are Hortons. Another medic has become available through Hughes Fire, deliverable in 2025. Approached the CITF to discuss modifying the agreement for them to purchase the Hughes unit, while leaving the second Horton on order for CCFR to purchase or release in early 2026. Ms. Russin was very open to the idea. Discussion. Advised a 2025 fee schedule will be

brought forward for adoption at the December 5 meeting. Needed to add ambulance fees to the schedule in order to bill. Will also need to amend the finance policy regarding annual adoption of fees, anticipating it to occur in September of each year for the year following. Finance Manager, Kathy Streissguth summarized the finance report through October 31 and provided a status report on the 2024 mobilization season. Anticipating half of the approximately $252,600 invoiced for equipment to be transferred to the equipment replacement fund per policy. Outstanding balances by agency:

	31 days	50-60 days	80-90 days	129 days	147 days	**TOTAL**
WSP			$ 28,999.84	$ 7,378.24	$ 8,217,63	**$ 51,108.03**
WA DNR		$ 357,750.84	$ 117,457.95			**$ 475,208.79**
WA EMAC	$ 208,430.39					**$ 208,430.39**
				TOTAL OUTSTANDING		**$ 734,747.21**

Noted that career department personnel costs are last to be reimbursed.

Chief Nohr added that he noticed the comment in the Port of Woodland notification letter that staff are available to brief the CCFR Board. Per Board direction to hold a joint meeting with the Port, Chief Nohr will continue to pursue scheduling a joint meeting, though unsuccessful despite several requests.

TAX INCREMENT FINANCING
No report.

POLICY REVIEW
Discussed policies sent out to the Board for preliminary review and comment. Anticipating adoption at the December 5 meeting. Discussed ambulance response parameters. Noted the rates are set to match those of AMR.

- Policy 506 Ambulance Services Billing and Collection
- Policy 712 District Use of Social Media
- Policy 911 Vehicle Safety Belts
- Policy 1000 Recruitment and Selection
- Policy 1016 Personal Projects On-Duty

LATE EDITIONS TO THE AGENDA
Following a question from Commissioner Bartel regarding construction updates, Chief Nohr advised there are no updates on the property appraisals. Aetta Architects have been engaged for St29 preliminary design. Commissioner Bartel recommended that CCFR also conduct an appraisal on the properties to ensure we have a fair number.

CITIZEN COMMENTS
None.

EXECUTIVE SESSION
None.

No further discussion. Meeting adjourned at 4:45 p.m.

Attest, John Nohr
District Secretary/Fire Chief

Clark-Cowlitz
FIRE RESCUE

CLARK-COWLITZ FIRE RESCUE
CONSENT AGENDA
November 21, 2024

1. Minutes
   - Board Meeting – November 7
2. Prepaid Invoices
   - $ 27,267.42 (US Bank VISA paid November 13)
     i. $ 1,098.38 EFT No. 2775 (FFFB Fund 6254)
     ii. $ 2,169.04 EFT No. 2790 (CCFR Fund 6228)
   - $1,007,236.51 (First American Title paid November 18)
     i. Wire Transfer ACH No. 2781 (Capital Fund 6224)
3. Invoices
   - $ 6,570.49 (FFFB Fund 6254)
     i. Chk No. 102581 dated November 21
   - $ 204,835.86 (CCFR Fund 6228)
     i. $ 194,094.94 Chk Nos. 102582 – 102609 dated November 21
     ii. $ 3,503.00 EFT 2792 paid November 21
     iii. $ 7,237.92 ACH 2821 – 2822 to be paid November 22
4. Interfund Transfers
   - $ 500,000.00 (Contingency 6228-5 to General 6228) on November 15
   - $ 500,000.00 (General 6228 to Capital 6224) on November 15
   - $ 482,731.00 (General 6228 to Debt 6220) on November 30
   - $ 333.12 (General 6228 to FFFB 6254) on December 1
   - $ 666.25 (Semi-Annual County Land Lease FFFB 6254) on December 1
5. Debt Service
   - $ 209,100.00 2013-SEP01 LTGO (FINAL!) to USBank on December 1
   - $ 95,950.00 2020-FEB05 LTGO to CVB on December 1
   - $ 90,370.00 2021-JAN28 LTGO to CVB on December 1
   - $ 87,311.00 2021-DEC09 LTGO to CVB on December 1
6. Voided/Destroyed Claims Warrants
   - 22544 dated 11/6/24 – misprint reissued as EFT
   - 101827 dated 12/14/23 – reissued with Chk No. 102599
   - 101992 dated 2/29/24 - reissued with Chk No. 102600

Commissioner Stanley Chunn – Chair

Commissioner David Town – Vice Chair

Commissioner Larry Bartel

Commissioner Ken Ayers

Commissioner Jade Bourke