



8800 NE Hazel Dell Avenue ■ Vancouver, WA 98665  
(360) 576-1195 ■ Fax (360) 576-1198 ■ http://ccfd6.org

MINUTES  
Clark County Fire District 6 Commissioners Meeting  
Regular Meeting  
Station 1, 7:30 p.m.  
June 3, 2008

Members present: Chairman Spring, Commissioner Collins, Commissioner Bloemke  
Meeting called to order.

The Pledge of Allegiance was led by Commissioner Collins.

ADDITIONS TO AGENDA:

The Chair asked to add two items under New Business – Administrative Reassignments and Succession Plan and to discuss trauma injury/death response exposure.

CORRESPONDENCE:

A motion was seconded and unanimously passed to approve the minutes of the May 6<sup>th</sup> and May 20, 2008 regular Board meetings and to have them posted for public view and on the website.

CITIZENS COMMUNICATION:

None

COMMITTEE REPORTS:

- Safety: Material included in Board packets. The Chair inquired if the District had adopted any of the NFPA 1500 standards and was advised that the District had not adopted these standards, but focused on them for study, and tried to adhere to the standards as closely as possible. EMS Safety Week June 22<sup>nd</sup> through June 28<sup>th</sup> will allow crews to spend 3 full days of time scheduled on safety issues. Three key areas will be highlighted – NFPA 1500, wellness and fitness, and emergency vehicle policy.
- Parade: No report.

CONSENT AGENDA:

The Board seconded and unanimously passed a motion to adopt the Consent Agenda.

1. Number of Calls Report:

	<u>Calls, May 2007</u>		<u>Calls, May 2008</u>
EMS	390	EMS	347
Fire	63	Fire	57
Total	453	Total	404

*Proudly Serving and Protecting Our Community*

<u>Calls to Date 2007</u>		<u>Calls to Date 2008</u>	
EMS	1811	EMS	1870
Fire	268	Fire	262
Total	2079	Total	2132

CHIEF'S REPORT:

In response to a Board request, estimates were provided as to the cost of adding three new firefighter positions, as recommended by ESCi. Using October 1, 2008 as the "start date" the annual estimated costs would be 2008 \$50,660; 2009 \$226,636; 2010 \$256,772; and 2011 \$295,318, with no change in the minimum manning agreement.

A full year of overtime is expected to cost approximately \$650,000, which could be reduced somewhat by additional staffing.

Different starting date scenarios were discussed, and staff was asked to bring the matter before the Board at a future meeting.

A mediation session on the Firefighters Collective Bargaining Agreement was held on May 22<sup>nd</sup> with the next session scheduled for June 18, 2008.

A draft entry for the Washington Fire Commissioners Association Management Excellence Award program had been prepared for the Board's review. Board members offered suggested additions which staff will incorporate. The Board indicated it will support the submission of the entry.

The annual Fire District 6 open house will be held on Saturday, June 7<sup>th</sup> from 12 to 4 p.m.

The Board suggested that attendees at the open house be given an opportunity to sign up to receive District 6 newsletters by email, and asked that future open house notices offer attendees the opportunity to meet their elected fire officials.

The first two Amphitheater events are on June 2<sup>nd</sup> and June 3<sup>rd</sup>, with a total of 10 events scheduled for the year. Event staffing has not proved to be problem.

OLD BUSINESS:

The Board has reviewed the 2008-2009 Collective Bargaining Agreement between the Battalion Chief unit and Fire District 6, and seconded and unanimously passed a motion to sign the agreement.

The impact the agreement has made to the compensation differential between bargaining unit and senior staff was discussed, with the Board indicating it will take this under consideration when working on senior staff contracts at the end of the year.

A second draft of the Staff and Vehicle Take Home Policy was presented to the Board. Staff recommends approval and the Board, approving the modification, seconded and unanimously passed a motion to adopt the policy.

ESCi representatives provided a copy of the Strategic Plan for the Board, but they will not be able to appear before the Board until later this month. After considering several possible dates, the Board asked that ESCi make the final report at the July 1<sup>st</sup> Board meeting.

Cost estimates for the repair of Truck 61 and an assessment of the serviceability of the truck were submitted to the Board. Other departments which had similar apparatus have found them to be in need of similar repairs and that because of their age, making repairs and doing maintenance have not been cost effective.

Acting upon staff recommendation, the Board seconded and unanimously passed a motion to declare Truck 61 as surplus, and for the Chief to use his discretion in developing a marketing plan for its sale. Useable equipment is to be removed for District use.

#### NEW BUSINESS:

Attorney Snure has reviewed updates of the Districts Small Work Roster and Vendor List and indicated they meet current statutory requirements.

The Board seconded and unanimously passed a motion to adopt Resolution 2008-06, the Small Works Roster Procedures.

The Board seconded and unanimously passed a motion to adopt Resolution 2008-07, the Vendor List Procedures.

Copies will be sent to members of the Risk Management Group for their use.

In following an ESCi recommendation the Board reassigned Chief Taylor to reassume the duty to prepare meeting agendas, and to again be the primary contact person for the Board.

A succession training plan for Chief Green is to be created and provided to the Board.

Consideration will be given to addressing these changes in the Chief and Deputy Chief contracts. The Chief will prepare revisions for the Board's consideration at a future meeting.

The Chief indicated he was willing to reaccept these duties now that the Master Plan assignment was completed.

A draft of a "Mobilization Fee for Private Ambulance Requests to Assist Lifting Patients for Transport" was submitted to the Board. It is similar to one utilized by the Vancouver Fire Department, but uses the 2007-2008 Wage and Equipment Rates for Washington Fire Services schedule. These fees would be less than the \$500 the City of Vancouver assesses.

It is not known if a fire district is legally entitled to assess such fees, so the matter will be referred to counsel.

The Chair advised he felt the Districts proposal should be equal to those used by the city.

The matter will be brought back for the Board's consideration following the legal opinion.

Accountant Plymale completed the Fire District 6 Compiled Financial Statement for calendar years 2007 and 2006 as required by law and this was sent to the State Auditor by registered mail on May 28, 2008.

The Chair asked if the department had a policy or standard operating guideline to follow in instances of trauma/injury or death response/experience and was advised the department did not.

In the past a number of fire agencies belonged to a critical incident response team group but this is no longer in operation.

The department does subscribe to an Employee Assistance Program, that does provide counsel and referral services and some departments do have automatic debriefing programs.

It was suggested staff contact Roxy Barnes of the Vancouver Fire Department to review their program and then solicit input from crews as to whether a policy or SOG would be helpful.

EXECUTIVE SESSION: None

GOOD OF THE ORDER:

Commissioners Spring and Bloemke, and Deputy Chief Green attended a weekend seminar at Lake Chelan.

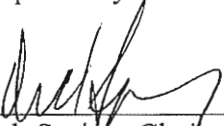
The Board seconded and unanimously passed a motion authorizing payment of current bills.


Fund 6212 Fire Invoices	\$57,025.33
Fund 6242 EMS Invoices	\$2,694.32

The Board seconded and unanimously approved motions authorizing its member's compensation for May.

Meeting adjourned.

Respectfully submitted,

  
\_\_\_\_\_  
Dick Spring, Chairman

  
\_\_\_\_\_  
R.T. Streissguth, Secretary


The Local Board for Volunteer Firefighters was convened.  
Members present: Chairman Spring, Commissioner Collins, Chief Taylor, Board Secretary Streissguth, and Volunteer Captain Puch

The Board seconded and unanimously passed a motion to authorize the enrollment of Lewis Fox in the Volunteer Relief and Pension program.

Meeting adjourned.

Respectfully submitted,

  
\_\_\_\_\_  
Dick Spring, Chairman

  
\_\_\_\_\_  
R.T. Streissguth, Secretary