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MINUTES  
Clark County Fire District 6 Commissioners Meeting  
Regular Meeting  
Station 1, 6:30 p.m.  
December 15, 2009

POST

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

Assistant Chief Quitslund led the assemblage in the Pledge of Allegiance. Following the Pledge, the Chair asked for a minute of silence in memory of Rick Streissguth, Doug Jacobsen and former Commissioner Harry Roelfs.

ADDITIONS TO AGENDA:

None

Two corrections to the draft December 1, 2009 minutes were recommended by the Board. The Board then seconded and unanimously passed a motion approving the December 1, 2009 regular meeting minutes as corrected and to have them posted for public view and on the websites.

CORRESPONDENCE:

None

CITIZENS COMMUNICATION:

None

COMMITTEE REPORTS:

- Safety: The monthly Health and Safety Report was provided to the Board, together with the approved minutes of the November 11th Safety Committee.
- Parade: No activity.

CONSENT AGENDA:

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

1.	<u>November Payroll Report:</u>			
	<u>Fire Fund 6212</u>		<u>EMS FUND 6242</u>	
	Salaries	\$281,108	Salaries	\$143,132
	Volunteer Reimb.	\$0		
	Vacation Buy Back	\$11,441	Vacation Buy Back	\$0

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## OLD BUSINESS:

Asset Management Policy. Following initial presentation of the draft policy at the Board's December 1, 2009 meeting, the Board seconded and unanimously passed a motion to adopt the policy.

The Board delayed continuing New Business until after Executive Session.

## EXECUTIVE SESSION:

The Board moved to Executive Session at 7:55 p.m. for a session expected to last thirty minutes. The Board planned to discuss administrative, special services and support staff employment contracts.

After several extensions, the Board returned to Open Session at 9:15 p.m. The Chair stated the Board had discussed administrative contract issues in Executive Session and had taken no action.

## NEW BUSINESS:

Administrative/Special Services/Support Staff Employment Contracts.

Commissioner Collins stated the salaries of the positions of Office Administrator and Office Assistant were significantly below the average of District comparables.

The Board seconded and unanimously passed a motion to increase the salaries of the Office Administrator and the Office Assistant by three percent.

Commissioner Collins thanked other administrative employees for foregoing a salary adjustment in 2010.

The Board seconded and unanimously passed a motion to extend Chief Green's contract making it a three-year agreement effective in 2010.

Chief Green recognized the outstanding work of Administrative Chief Taylor and recommended to the Board that they extend to him a three year contract.

The Board seconded and unanimously passed a motion to provide Administrative Chief Taylor a three year employment contract.

The Board seconded and unanimously passed a motion to adopt the 2010 revisions to administrative/special services/support staff employment agreements as recommended by Chief Green.

Chief Green stated he will be reviewing the revisions to contracts with each administrative employee.

ROUND TABLE:

The Chair has been appointed by the Board of Directors of the Washington Fire Commissioners Association to the position of Sergeant at Arm for the Association.

Chief Green stated a letter to the Vancouver Housing Authority from the District's legal counsel had gone out last month. A check in the amount of \$25,000 has been received for owed PILOT (Payment in Lieu of Taxes) amounts.

Fire District 6 personnel helped with filling food baskets.

Commissioner Collins said the wrapping of gifts for Santa's Posse has been completed. Commissioner Bloemke is scheduled to drive Santa on Engine Zero.

GOOD OF THE ORDER

The Board briefly discussed the memorial service arrangements for Rick Streissguth and Doug Jacobsen this Saturday.

Last week Commissioner Bloemke attended the funeral of former fire commissioner Harry Roelfs. Commissioner Roelfs passed away at age 94 and had been one of the original founders of Fire District 6.

Commissioner Bloemke attended a Leadership Clark County workshop last Friday, and participated in a local elected official exercise.

The Board seconded and unanimously passed a motion authorizing the issuance of December payroll warrants for the County Treasurer.

The Board seconded and unanimously passed a motion authorizing December issuance of payroll direct deposits for the County Treasurer.

The Board seconded and unanimously passed a motion to authorize the December issuance of FICA/Medicare withholdings for the County Treasurer.

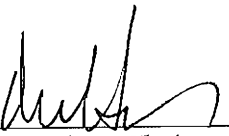
The Board seconded and unanimously passed a motion authorizing the Preauthorization Invoice Transmittal for Visa charges.

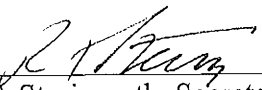
The Board seconded and unanimously passed a motion authorizing payment of current bills in the amounts of:

Fund 6212 Invoices/Payroll/Benefits	\$134,671.23
Fund 6242 Invoices/Payroll/Benefits	\$52,939.13

Meeting adjourned.

Respectfully submitted,

  
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Dick Spring, Chairman

  
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R.T. Streissguth, Secretary