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MINUTES

Clark County Fire District 6 Commissioners Meeting
Regular Meeting
Station 1, 7:30 p.m.
February 3, 2009



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

The five new recruit Firefighters and Firefighter/Paramedics led the assemblage in the Pledge of Allegiance.

ADDITIONS TO AGENDA: None

A motion was seconded and unanimously passed to approve the minutes of the January 17th workshop and the January 20, 2009 regular meeting and to have them posted for public view and on the website.

CORRESPONDENCE:

The Board was reminded of the scheduled meeting of the Southwest Washington Fire Commissioners Association to be held at Cowlitz Fire District 5 on February 19, 2009.

CITIZENS COMMUNICATION:

None

COMMITTEE REPORTS:

- Safety: No report.
- Parade: No activity. The Board indicated it wished the District to continue its participation as a co-sponsor of the Hazel Dell/Salmon Creek Parade of Bands. The Chief advised that the department plans to participate fully as it has in past years.

CONSENT AGENDA:

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

| Number of Calls Report: | | | |
|----------------------------|-----|----------------------------|-----|
| <u>Calls, January 2008</u> | | <u>Calls, January 2009</u> | |
| EMS | 422 | EMS | 365 |
| Fire | 60 | Fire | 71 |
| Total | 482 | Total | 436 |

CHIEFS REPORT: No report.

Proudly Serving and Protecting Our Community

HAZEL DELL - LAKESHORE - FELIDA - SALMON CREEK - MT. VISTA - FAIRGROUNDS

OLD BUSINESS: None

NEW BUSINESS:

The Board seconded and unanimously passed a motion to adopt Resolution 2009-2, establishing criteria to provide certain equipment to new Board members and replacement articles for existing Board members as needed.

The Board seconded and unanimously passed a motion to adopt a modified and updated job description for the position of Administrative Chief.

The Board received copies of a draft job description for the position of Logistics Captain, with the recommendation that it be considered for adoption at the next Board meeting.

A draft job description for the position of Public Education Coordinator was presented for the Board's consideration. The description does not include a PIO responsibility as staff is recommending that duty could possibly be accomplished by line personnel.

The Public Educator Coordinator would be under the direction of the Administrative Chief.

The Fire Chief was asked to survey the salary ranges that other local departments and District 6's comparable departments and to recommend a salary range, benefit package, and work schedule for the position.

It was the consensus of the Board that the minimum education requirement be an AA degree.

The Board seconded and unanimously passed a motion to adopt the updated Board Policy Manual.

The Board authorized the updating of signature cards for those who may have access to the District safe deposit box and have authority to sign checks from the Advance Travel Fund. These will be the Board Chair Dick Spring, Fire Chief Jerry Green, Board Secretary Dick Streissguth and Office Administrator Tina Mensinger.

The Columbian newspaper has published regular Board meeting notices in the past and is now asking that it be provided with meeting agendas. This could result in a timing issue as the agenda's are made shortly before the scheduled meetings. The Board suggested that the Columbian be asked to list the District website in the notices so interested parties could access the agenda's in a timelier manner.

Noting the State Auditor's position on such activities, the Board decided that the District not authorize the reimbursement for meals for personnel attending local lunch business meetings.

A brief discussion was held regarding the installation of tire chains during periods of snow and ice. Several suggestions were voiced, with consensus that the decision when and how to chain up vehicles be left to the Fire Chief.

Four items that the District has determined are no longer serviceable or needed were declared surplus by unanimous vote of the Board.

The items are to be sold through sealed bids, which are to be received by 7 p.m. on February 17th, subject to usual bid conditions.

EXECUTIVE SESSION:

The Board moved to Executive Session at 8:05 p.m. for a session expected to last for 20 minutes. After two 10 minute extensions, the Board returned to open session at 8:45 p.m.

The Chair advised the Board had discussed litigation and personnel issues and had taken no action.

ROUND TABLE:

Four new recruits were sworn in on February 2nd and were welcomed to the department.

The Legislative Committee of the Washington Fire Commissioners Association met on January 29th. Representatives of the Chiefs and Firefighters organizations attended.

Commissioners Spring and Bloemke will attend a Snure Seminar on February 7, 2009.

Almost 110 individuals have registered to attend the annual Volunteer recognition event on Saturday, February 7, 2009.

GOOD OF THE ORDER:

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

| | |
|-------------------------|-------------|
| Fund 6212 Fire Invoices | \$55,424.32 |
| Fund 6242 EMS Invoices | \$2,873.64 |

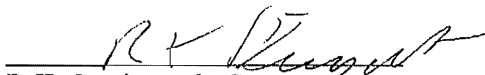
The Board seconded and unanimously approved motions authorizing its member's compensation for January.

Meeting adjourned.

Respectfully submitted,



Dick Spring, Chairman



R.T. Streissguth, Secretary

The Board for Volunteer Firefighters was convened.

Members present: Mark Puch, Chief Green, Commissioner Spring, Commissioner Bloemke, and Board Secretary Streissguth.

A motion was seconded and unanimously passed to authorize the registration of new Volunteer Firefighters in the Relief and Pension Act.

The Board discussed the submission of a bill for medical care received by Volunteer Tim Batchelor. The billing documentation was not sufficient and he will be asked to provide this.


Staff will contact Legacy Salmon Creek Hospital to explain the billing problem which resulted in Labor and Industry being billed rather than the Volunteer Relief and Pension Program.

Meeting adjourned.

Respectfully submitted,



Dick Spring, Chairman



R.T. Streissguth, Secretary