



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.  
August 18, 2009



Members present:

Chairman Spring, Commissioner Collins, Commissioner Bloemke  
Meeting called to order. Chief Green led the assemblage in the Pledge of Allegiance.

CALL FOR ADDITIONS TO THE AGENDA:

Discussion of Records Policy and Procedure will be added under New Business.

The Board seconded and unanimously passed a motion approving the August 4, 2009 regular meeting minutes and to have them posted for public view and on the website.

CORRESPONDENCE:

WFOA Healthcare workshops have been scheduled for three different locations. Office Administrator Tina Mensinger will attend the September 16<sup>th</sup> session in Kelso.

CITIZEN COMMUNICATION: None

COMMITTEE REPORTS:

Safety: No report.  
Parade: No activity.

CONSENT AGENDA:

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

1. August Payroll Report:

<u>Fire Fund 6212</u>		<u>EMS FUND 6242</u>	
Salaries	\$281,746	Salaries	\$142,552
Volunteer Reimb.	\$0		
Vacation Buy Back	\$2,809	Vacation Buy Back	\$0

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

O.T./FLSA	\$30,910	O.T./FLSA	\$11,549
Out of Class		Out of Class	
Deferred Comp.	\$8,900	Deferred Comp.	\$4,500
Total	\$324,365	Total	\$158,601
	(\$482,966)		

Benefits:

Retirement	\$23,803
FICA/Medicare	\$6,047
Medical/Dental Ins.	\$75,137
Long Term Dis. Ins.	\$564
(Deferred Comp)	\$13,400)

2. Financial Report: (8/11/09 balance)

	<u>Cash</u>	<u>Invested</u>
Fire 6212	\$596	\$4,081,753
Reg. Bond 6213	\$0	\$26,057
Capital Projects 6223	\$0	\$11,188
EMS 6242	\$4	\$2,136,674
Reserve Fund 6257	\$0	\$357,435

CHIEFS REPORT:

2009 Overtime Summary – While overtime did increase in July by some \$11,773 the July totals for 2009 were \$21,885 less than for the same period in 2008. This correlates to the increased staffing levels.

2009 Budget Performance – Two areas of Fund 6212 – both under Rescue and Long Distance Travel and Tuition, have exceeded their budgeted amounts by \$2,987.52, or 136.21%.

Both items are the result of training received by Technical Rescue personnel in Texas. While these training costs were covered through a grant, the grant funds are required to be placed in the Fire District General Fund rather than into the line items which were used to pay for the training.

All other areas of the budget are within anticipated ranges.

Initiative 1033 – Initiative 1033 has received sufficient signatures to cause it to be placed on the fall election ballots.

Attorney Snure has advised that this measure would affect the state, counties and cities capacities to levy taxes. It should not have a direct impact on fire districts; though it could affect the Vancouver Fire Department, the formation of Regional Fire Authorities, and annexations. The measure will be monitored by staff.

OLD BUSINESS:

None

### NEW BUSINESS:

A recent request for copying of some district records revealed that some legislative changes have rendered the District's Record Policy and Procedures to be outdated.

The Records Policy and Procedures have been reviewed by counsel and the Board was presented drafts of an updated and amended document for its consideration.

The Board will consider the adoption of the updated Records Policy and Procedures at its next meeting.

### EXECUTIVE SESSION:

The Board moved to Executive Session at 7:47 p.m. for a session expected to last until 8 p.m.

Returning to Open Session at 8 p.m. the Chair advised the Board had discussed litigation and property issues in the Executive Session and had taken no actions.

### ROUNDTABLE:

The Southwest Washington Fire Commissioners Association will hold its quarterly meeting at Station 15-1 on August 20<sup>th</sup>.

The Board discussed planned attendance at the fall WFCA conference in Spokane and the NAEFO conference in Las Vegas.

### GOOD OF THE ORDER:

The ten day Clark County Fair has ended. The department responded to about 40 incidents from the fairgrounds station.

Memory Makers hosted several families on three different days.

The Fairground Fire Facility Board and Station 15-1 will be holding an open house at Station 15-1 on September 19<sup>th</sup>.

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

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

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

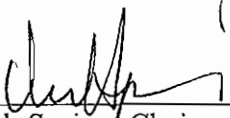
The Board seconded and unanimously passed a motion authorizing the Preauthorization Invoice Transmittal for Visa charges.

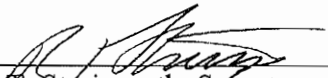
The Board seconded and unanimously passed a motion authorizing payment of current bills in the amounts of:

Fund 6212 Invoices/Payroll/Benefits	\$172,462.89
Fund 6242 Invoices/Payroll/Benefits	\$106,267.90

Meeting recessed to 3 p.m. on August 19<sup>th</sup>.

Respectfully submitted,

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

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

The Local Board for Volunteer Firefighters was convened.

Members present: Chairman Spring, Commissioner Collins, Chief Green, Mark Puch, and Board Secretary Streissguth

Meeting called to order.


The Board reviewed and approved for submission to the State Board a medical services claim for Shawn Richey.

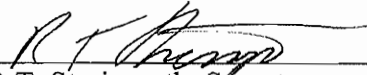
The Board also seconded and unanimously passed a motion to formally sign Shawn Richey's medical claim form.

The Board seconded and unanimously passed a motion to submit documentation to enroll Volunteer Firefighter Steve Wilhoit to the state.

Meeting adjourned.

Respectfully submitted,

  
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Dick Spring, Chairman

  
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R.T. Streissguth, Secretary