



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.
February 15, 2011

Members present: Chairman Bloemke, Commissioner Spring, Commissioner Collins

Meeting called to order.

Commissioner Spring led the assemblage in the Pledge of Allegiance

ADDITIONS TO AGENDA:

Chief Quitslund advised that contract negotiation issues would need to be discussed in Executive Session.

The Board seconded and unanimously passed a motion approving the February 1, 2011 regular meeting minutes and to have them posted for public view and on the website.

CORRESPONDENCE:

Board members were reminded of the February 17th meeting of the Southwest Washington Fire Commissioners Association to be held at Cowlitz Fire District 2.

CITIZENS COMMUNICATION:

None

COMMITTEE REPORTS:

Safety: Safety Committee minutes for January were included in Board packets as well as a Health and Safety Report dated February 9, 2011. Several minor accidents and injuries were reported as well as some level 2 exposures. The District 6 regulations require extensive reporting of exposures which include uniform and equipment contamination. Because some turnout equipment is custom fitted, the issuance of backup equipment would be very expensive. About 50% of career personnel do have backup turnouts.

Parade: No activity.

CONSENT AGENDA:

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

Proudly Serving and Protecting Our Community

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

1. February Payroll Report:

<u>Fire Fund 6212</u>		<u>EMS FUND 6242</u>	
Salaries	\$310,144	Salaries	\$128,619
Volunteer Reimb.	\$0		
Vacation Buy Back	\$1,235	Vacation Buy Back	\$0
O.T./FLSA		O.T./FLSA	
Out of Class	\$18,484	Out of Class	\$12,212
Deferred Comp.	<u>\$9,775</u>	Deferred Comp.	<u>\$4,050</u>
Total	\$339,638	Total	\$144,881

(\$484,519)

Benefits:

Retirement	\$23,944
FICA/Medicare	\$6,064
Medical/Dental Ins.	\$91,292
Long Term Dis. Ins.	\$713
(Deferred Comp)	\$13,825)

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

	<u>Cash</u>	<u>Invested</u>
Fire 6212	\$8,986	\$4,989,065
EMS 6213	\$0	\$5,687
Reg. Bond 6223	\$0	\$7
Capital Projects 6242	\$522	\$1,989,303
Reserve Fund 6257	\$0	\$182
Capital Reserve 6258	\$0	\$100,938

CHIEFS REPORT:

Chief Quitslund reported data regarding January 2011 overtime which was significantly lower than any of the previous three years. The January figure was \$22,440. Part of this reduction is due to the removal of Cadet Instructor overtime from the calculation as this expense is reimbursed.

The 2011 Budget Report showed that the Fire Fund expenditures for January were 8.99% of the 2011 Budget and EMS was 10.57%. Expenditures for one month should average 8.33% but a number of annual expenses are paid for in January of each year.

OLD BUSINESS:

The City of Vancouver legal department continues to review the draft of the proposed Training Division Interlocal Agreement.

The City of Vancouver has appointed Interim Chief Molina to the position of Fire Chief.

Following discussion, the Board seconded and unanimously passed a motion to change the meeting time for the Board's April 19th Board meeting to 6:30 p.m., with the plan being to conduct a Board workshop at the conclusion of the regular meeting.

During a contract negotiation session held on February 8th, representatives of IAFF Local 1805 and District 6 came to a tentative agreement regarding a grievance filed by the union on January 18, 2011 which pertained to issues surrounding the vacated Battalion Chief of Training position.

Because of this tentative agreement there is no need for the grievance to proceed. The Board authorized the Board Chair to sign a letter acknowledging that both parties agreed to terminate the grievance pending ratification of the tentative agreement.

NEW BUSINESS:

Chief Quitslund provided the Board with a staff recommendation that the District consider an investment in a TeleStaff product that would improve the efficiency of scheduling personnel for regular duty, overtime, callback, vacations, Kelly Days and sick leave. Some of the scheduling requires considerable time to accomplish, especially in last minute situations, and sometimes errors occur.

The TeleStaff product initial cost is about \$38,600 which would include the software purchase and licensing, a dedicated server, configuration, and the travel expenses for three staff members to spend four to five days in training in California to do the initial configuration and training.

Chief Quitslund reported that the program would interface with the District's use of the ADP Payroll program and the TeleStaff program would track accrual of holidays, vacations, sick leave, etc.

Several departments, including Vancouver, utilize the system and apparently are pleased with it. Because of the wide range of complex rules and regulations the different departments use, there is no possibility to participate in a pre-existing program. Each department's program is developed specifically to match their staffing rules and processes. Some 55 of the District's personnel would be included initially – with the potential for the volunteers to be included later.

Staff recommends the Board authorize the Chair to enter into a contract with TeleStaff to provide the system for the District.

The Board asked that staff provide it with more data at the upcoming Board workshop.

EXECUTIVE SESSION

The Board moved to Executive Session at 8:20 p.m. for a session expected to last until 8:40 p.m. Following an announced extension, the Board returned to Open Session at 8:50 p.m.

The Board announced the session was to receive contract negotiation information and reported it had taken no action.

ROUND TABLE:

Commissioners Bloemke and Spring will attend the Southwest Washington Fire Commissioners Association meeting on February 17th and Commissioner Collins will attend the annual "State of the County" meeting held on that date.

The annual Volunteer Recognition Banquet was held on February 12th and was a big success.

The Board noted the appointment of Joe Molina to Chief of the Vancouver Fire Department.

The Chair will be attending the GEM general meeting.

GOOD OF THE ORDER:

The Clark County Fair, August 5th through 14th, will feature a large exhibit of fire apparatus.

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

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

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

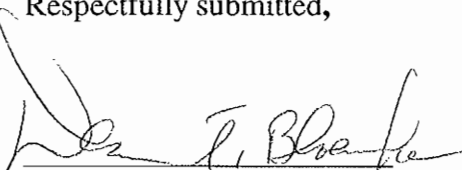
The Board seconded and unanimously passed a motion authorizing the Preauthorization Invoice Transmittal for Visa charges.

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

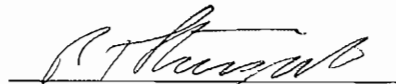
Fund 6212 Fire Invoices	\$188,730.67
Fund 6242 EMS Invoices	\$66,781.76

Meeting adjourned.

Respectfully submitted,



Dean Bloemke, Chairman



R.T. Streissguth, Secretary