



Board of Fire Commissioners

Regular Meeting Minutes October 6, 2020

Northwest Regional Training Center
11606 NE 66th Street, Suite 103
Vancouver, WA 98662

Call Meeting to Order

Chair Lyons called the virtual Zoom meeting to order at 5:36 p.m. Commissioners Gibson and Rhine were present. Also present at the meeting were Jennifer Bethke, Tareak Dahini, and Chief Blue. Public invited to the meeting at

<https://us02web.zoom.us/j/88995858693?pwd=c1VEaFFEM2J6UEJ6U052TGlsZWZpZz09>

Meeting ID 889 9585 8693

Approval of Minutes

Commissioner Rhine moved to approve the minutes of the September 15, 2020 regular meeting. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Chief's Report

- A. Station 11 update – Chief Koellermeier informed the Board that they will be ready to solicit for bids for the construction of Station 11 in January of 2021. In addition, the engine for station 11 has been ordered but the delivery date will be delayed until February of 2021. Chief Koellermeier also informed the Board that he will present the co-branding options for the apparatus at the next regularly scheduled board meeting.
- B. Chief Blue introduction – Chief Blue introduced himself as the new VFD Chief and shared his background and qualifications with the Board. The Board welcomed him and congratulated him as the new Chief.

Citizen's Communication

None

Consent Agenda

Commissioner Rhine moved to approve items A through D on the consent agenda. Commissioner Gibson seconded the motion. All were in favor. The motion passed.



The consent agenda included the following items:

A. Commissioners & NWRTC Funds	\$	27,214.20
B. Commissioners & NWRTC Funds	\$	8,787.56
C. Payroll Transmittal – September 1 to 15, 2020	\$	23,666.01
D. Sales Refunds – September 2020	\$	4,471.25

Communications

None

Secretary's Report

Commissioner Rhine asked for a recess at 5:53 pm. Chair Lyons granted the recess and called the meeting back to order at 5:57 pm.

- A. Commissioners' Fund Financials – August 2020 – Provided to the Board for informational purposes.
- B. Training Center Fund Financials – August 2020 – Provided to the Board for informational purposes.
- C. Classes Taught – August 2020 – Provided to the Board for informational purposes.
- D. Staff Report 2020 - 047 - 2021 Budget Considerations – Administrator Bethke sought direction from the Board on three issues necessary for the 2021 budget preparation.

The Board's decisions on these issues are as follows:

- a. Medical Insurance – The District continue paying medical premiums for the full-time staff in 2021.
- b. Cost of Living Adjustment – The Board approves a 2.2% COLA for the full time and regular part-time employees. This increase will go into effect on January 1, 2021.
- c. Implicit Price Deflator and Substantial Need Resolution – Due to substantial need the Board will collect the full 1% levy for 2021.

Old Business

Commissioner Rhine asked Administrator Bethke about the need's assessment for the part time EMT Director position. Administrator Bethke informed Commissioner Rhine that a study had been completed but is hard to compare the in-person course to the new EMT hybrid model. Administrator Bethke informed the Board that she met with Joe Coppola and he gave her a detailed list of duties he must do, which some have been delegated to other staff. Joe agreed that after delegating those duties it should help him stay at the 29-hour average per week. Deputy Administrator Dahini is now supervising the EMT program.



Executive Session

At 6:06 p.m. Chair Lyons moved to an Executive session for 30 minutes to discuss employee performance.

At 6:36 p.m. Chair Lyons extended the executive session for 30 minutes.

At 7:06 p.m. Chair Lyons moved the meeting back to Regular session.

No official Board action was taken following the Executive Session.

The Board encouraged District Administrator Bethke to continue to work on personal and business development.

New Business

- A. City of Vancouver Budget Request - District Administrator Bethke informed the Board that she had received a request from the City of Vancouver just prior to the meeting, asking for CCFD5 to support the cost of 13 fte's that will be hired for station 11. The City asked for the cost to be split at our contractual amount, which is 22.8% or \$434,078.45 for 2021 and \$438,192.48 for 2022. After some discussion the Board opted to not support these positions at this time, as Station 11 is not slated to be operational until the end of 2022. The Board also requested that Administrator Bethke get clarification from the City on whether or not these positions are already hired personnel or is the City planning on hiring these positions and running an academy.

Board Communications

None

Adjournment

Commissioner Lyons adjourned at 7:38 p.m.

Sincerely,


Chair


Commissioner


Secretary to the Board


Commissioner