

Fire District 3

"more than fire..."

BOARD OF FIRE COMMISSIONERS MINUTES

Monday March 12, 2018

The Board Meeting was called to order at **1800 hrs. by Chairman Dick Deleissegues**. Fire Commissioner Jon Couture, Fire Commissioner Buck Heidrick, and Fire Chief/Secretary Scott Sorenson, Assistant Chief Barbara Widlund, Fire Marshall Chris Drone, Captain Mel Hall, FF Charlie Campbell and FF Tony Mitchum were present.

Minutes

- The Minutes of the February 26, 2018 meeting were reviewed and approved by the Board.

Correspondence

- An email from Stephen Boyd thanking B Shift for a January 11th medical response was reviewed.
- An email from Blake Bowers thanking FD3 for the CPR instruction of the students at Chief Umtuch was reviewed.
- An email from the Friends of the Library thanking FD3 for putting the Yacolt Burn Display to good use at Station 35 was reviewed.
- A thank you received via Facebook message thanking FD3 for 20 years of service as this resident is moving to Kelso was reviewed.
- An email comment from Helga Pratt with positive feedback on social media efforts was reviewed.

Financial Report

- Investments in Fund 6204 \$ 2,654,288.46
- Transmittal #FD303122018 \$ 111,591.23
- Payroll Transmittal March 10, 2018 \$ 150,772.56
- Transmittal #FD303072018 \$ 8298.19
- Fire Commissioner Buck Heidrick made a motion to approve the financial report as written, Commissioner Jon Couture seconded the motion. The motion passed 3-0.

Old Business

- Awards Ceremony Review - all agreed it is was a good event, no recommendations.
- Station 32 Floor - Water records are being reviewed for source. Commissioner Deleissegues requested that we inform Enduris the floor needs repaired.
- 1972 Kenworth Surplus - . The Board reviewed and approved the Intergovernmental Transfer to Clark County FD13. Fire Commissioner Buck Heidrick made a motion to approve the transfer as written, Commissioner Jon Couture seconded the motion. The motion passed 3-0.
- Public Affairs Update - the Widlund announcement will be going during the week of March 19, Levy progress will follow.
- Commissioner Timesheets - the most recent timesheets were reviewed with no problems found.
- Staffing - Chief Sorenson provided updates on current staffing progress.
 - o Training Captain Exam - March 19
 - o FF/EMT Conditional Offer has been made to Ryan Norenberg
 - o Swearing In March 26th for Ervin, Taylor, Dunn and possibly Norenberg
 - o Swearing in April 9 for Widlund
- Reader Board(s) - Chief Sorenson reported that the sign requirements in Battle Ground will require a different design. The Board expressed that the should sign be moveable.

- Coffee with the Chiefs May 10th - Chief Sorenson reported the event will be about Emergency Preparedness presented by BGPD, CRESA, and FD3. There will be tours available at BGPD and Station 35.
- Assistant Chief Job Description - the Board stated the job description and work will be directed by the Fire Chief.

New Business

- Fire Marshal Chris Drone reported progress on the program. Report attached.
- Don Breakey update - Chief Sorenson reported that Retired Chief Don Breakey was recovering well at PeaceHealth Southwest Hospital.
- Battle Ground City Council participation - public meeting considerations while more than one commissioner is attending the Battle Ground City Council meeting . The Board requested that Chief Sorenson get a legal determination to make certain we are doing the right thing.
- Response Changes - Chief Sorenson presented to the Board the preference of using a Squad in place of a Rescue type apparatus at Station 31. Assistant Chief Widlund presented information which compared capabilities of each.
- Chief Sorenson presented to the IT Board the Policy for review. It includes changes to program management, records retention, software, email, equipment and an inhouse IT Project Manager
- Fun Days and Harvest Days Celebrations - Hockinson Funds Days is scheduled for June 2, 2018. The Battle Ground Cruise In and Harvest Days is scheduled for July 20th and 21st, 2018. Planning is underway.
- Captain Mel Hall presented the Board his intention to pursue a Bachelor's Degree of Fire Administration at Eastern Oregon University and will be submitting for reimbursement per the contract.

Questions and Comments from the Audience

Executive Session at 18:57

- The Board entered into Executive Session at 1857 to review the performance of a public employee.


Meeting Reconvened at 19:04

- Assistant Chief Contract - the proposed contract was reviewed and approved. Fire Commissioner Buck Heidrick made a motion to approve the contract as written, Commissioner Jon Couture seconded the motion. The motion passed 3-0.

Meeting Schedule

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|-------------------------|------------|--------------------------------|
| • Monday March 19, 2018 | 18:00 hrs. | BG City Council - Deleissegues |
| • Monday March 26, 2018 | 18:00 hrs | Commissioner Meeting |
| • Monday April 2, 2018 | 18:00 hrs. | BG City Council - Couture |
| • Monday March 26, 2018 | 18:00 hrs | Commissioner Meeting |

Adjournment 1910




Fire Commissioner Jon Couture



Fire Commissioner Buck Heidrick



Fire Commissioner Dick Deleissegues



Fire Chief/Secretary Scott Sorenson