

CLARK COUNTY FIRE DISTRICT 13

Board of Fire Commissioners - Regular Meeting

held at the Yacolt Fire Station Administrative Building
300 W. Hoag St., Yacolt, Washington

March 2nd Special Meeting Agenda 2:00pm

CALL MEETING TO ORDER – Chair.

PUBLIC COMMENT PERIOD – The adopted “PUBLIC COMMENT GUIDELINE” can be provided upon request before the meeting to anyone wishing to comment on matters before the board for action.

NEW BUSINESS

1. SAFER Grant Federal Program and staffing for two full time firefighters through the program.

Summary: Proposal for CCFD13 to apply for federal funding to hire two full time firefighter positions through the SAFER Grant Federal Grant Program. These positions would be in lieu of the proposed captain position approved in January.

ADJOURNMENT – Chair

Next regularly scheduled meeting: Tuesday, March 14, 2023 at 7:00 p.m.

Chair _____

Date _____

Attest _____

Date _____

Safer Grant Information:

Proposal: FD13 to apply for federal funding to hire two full time firefighter positions through the SAFER Grant Federal Grant Program. These positions would be in lieu of the proposed captain position approved in January.

b. Objectives

The objectives of the SAFER Program are to assist local fire departments with staffing and deployment capabilities to respond to emergencies and ensure that communities have adequate protection from fire and fire-related hazards. Local fire departments accomplish this by improving staffing and deployment capabilities, so they may more effectively and safely respond to emergencies. With enhanced staffing levels, recipients should experience a reduction in response times and an increase in the number of trained personnel assembled at the incident scene.

Registration: Registration for SAFER grant system typically takes up to four weeks. We have the SAM login, UEI number, EIN number, and FEMA-Go established which take up to four weeks to obtain if not already assigned. The grant document is mostly completed and ready for submittal at this time.

Application period: February 1st – March 17th

Funding period: 3 years

Grant award period: Grants will be awarded early summer (approx June but no later than Sept 30)

Funding coverage: SAFER covers all regularly scheduled hours including regular overtime hours for the positions hired. Benefits are covered under the SAFER grant (SS, insurance, workers comp, pension plan, vacation leave, sick leave)

SAFER does not cover uniforms, equipment, overtime outside regularly scheduled shifts.

SAFER cannot be used to retro pay employees who were hired prior to the SAFER award.

Construction costs related to station enhancement cannot be included in the SAFER grant funding (facility alteration).

Grant award process: All grants are reviewed by a panel of professional firefighter consultants. Essentially, grants are awarded based on need as shown through real data and agency limitations. Once the grant is awarded districts have up to 180 days to recruit and fill firefighter positions.

Period of Performance: The period of performance (POP) is 36 months. There is a 90-180 day recruitment period to fill the proposed positions. The recruitment period ends once the positions are filled, and the POP begins at that time.

Documentation: FD13 will be required to report SAFER fund distribution (Federal Financial Report & Performance Report) every six months through the FEMA GO reporting system. FEMA has the right to audit and monitor use of grant funds at any time. A final performance report (Closeout Report) is required at the end of the POP.

FD13 will not be required to fully disclose its expenditures for the fiscal years the grant covers. The trigger for full budgetary disclosure is reached when \$750,000 from federal funding sources is expended per year by a single agency.

Submittal: Pending commissioner approval we would like to submit the SAFER grant to fund two full time firefighter positions on Monday, March 6th.

Additional details regarding the SAFER grant can be found at the link below.

[DHS NOFO FY 2022 Staffing for Adequate Fire and Emergency Response \(SAFER\) Grant Program \(fema.gov\)](#)

Fire District 13 Staffing Options

Currently Approved 2023 Staffing:

	Salary	Benefits	T.C.C.
FT Captain	\$86,650.53	\$41,968.00	\$128,618.53
Part time: FF	\$71,136.00	\$17,242.99	\$88,378.99
PT Vacation Relief	\$10,500.00	\$2,327.25	\$12,827.25
PT Sick, Training, Meeting Relief	\$9,120.00	\$1,490.64	\$10,610.64
PT FH Relief	\$456.00	\$110.53	\$566.53
Resident Volunteers	\$10,000.00	\$765.00	\$10,765.00
Vol. Pay	\$15,000.00	\$1,147.50	\$16,147.50
Commissioners	\$4,608.00	\$352.51	\$4,960.51
TOTAL	\$207,470.53	\$65,404.43	\$272,874.96

Add 1 Battalion Chief; Maintain Captain/Training Position

FT BC	\$104,984.89	\$44,342.30	\$149,327.19
FT Captain	\$65,667.55	\$39,406.11	\$105,073.66
Part time FF	\$71,136.00	\$17,242.99	\$88,378.99
PT Vacation Relief	\$10,500.00	\$2,327.25	\$12,827.25
PT Sick, Training, Meeting Relief	\$9,120.00	\$1,490.64	\$10,610.64
PT FH Relief	\$456.00	\$110.53	\$566.53
Resident Volunteers	\$10,000.00	\$765.00	\$10,765.00
Vol. Pay	\$15,000.00	\$1,147.50	\$16,147.50
Commissioners	\$4,608.00	\$352.51	\$4,960.51
TOTAL	\$291,472.44	\$107,184.84	\$398,657.28
		Increase	\$125,782.32

General Fund Carryover 2022 \$615,000

Position	BARS	Hourly/Spwend	Hourly/Units	Monthly/Yearly	Annual	DCO	Total Annual	LEOP	Unemp	Ind Hour	SS & Medicare	Health Care	HC Annual	Life Ins	Salary Total	Benefit Total	Sal + Benefit
FT Captain	110	2080	\$7,120.88	\$85,450.53	\$1,200.00	\$86,650.53	\$4,592.48	\$456.00	\$6,240.00	\$6,628.77	\$1,985.48	\$23,825.76	\$225.00	\$86,650.53	\$41,968.00	\$128,618.53	
Part time FF	112	3744	\$19.00	\$71,136.00	\$569.09	\$11,232.00	\$5,441.90	\$71,136.00	\$17,242.99	\$88,378.99							
PT Vacation Relief	112	split	480	\$10,500.00	\$84.00	\$1,440.00	\$803.25	\$10,500.00	\$2,327.25	\$12,827.25							
PT Sick, Training, Meeting Relief	112		480	\$9,120.00	\$72.96	\$720.00	\$697.68	\$9,120.00	\$1,490.64	\$10,610.64							
PT RH Relief	112	24	\$19.00	\$456.00	\$3.65	\$72.00	\$34.88	\$456.00	\$110.53	\$566.53							
Resident Volunteers	111	500	\$20.00	\$10,000.00	\$765.00	\$10,000.00	\$765.00	\$10,000.00	\$765.00	\$10,765.00							
Vol. Pay	111	750	\$20.00	\$15,000.00	\$1147.50	\$15,000.00	\$1,147.50	\$15,000.00	\$1,147.50	\$16,147.50							
Commissioners	110	36	\$128.00	\$4,608.00	\$352.51	\$4,608.00	\$352.51	\$4,608.00	\$352.51	\$4,960.51							
TOTAL		8094		\$206,270.53	\$1,200.00	\$86,650.53	\$4,592.48	\$1,185.70	\$19,704.00	\$15,871.50	\$23,825.76	\$225.00	\$207,470.53	\$65,404.43	\$272,874.96	\$272,874.96	
Part Time FF		624															
52 - 24 hr Sat	520																
52 - 24 hr Sun	260																
26 - 24 hr Fri	936																
52 - 18 hr Weekday	2340																
Summer PT FF																	
9 hrs 5 days M-F	540																
12 hrs Sat-Sun	288																
12 hrs Sat-Sun	288																
for 12 weeks	576																
	360																

FIRE DISTRICT SALARY CALCULATIONS FOR 2023