

JCFPD #4 COMMISSIONERS MEETING

April 11, 2006

The meeting was called to order by Chairman Ron Garrison at 7:00 pm. Those present were Commissioner Ken McEdwards and Meril Smith, Chief Bob Herbst, Secretary Peggy Ware, Yolanda Smith, Clair Pittman, Sue Fresonke, Pat Lundemo, Roland McEdwards, and Sarah McEdwards.

Commissioner Ken McEdwards made a motion to approve the minutes of the March 14, 2006 regular meeting as mailed. Commissioner Smith seconded the motion. Motion passed.

The March 31, 2006 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Commissioner McEdwards made a motion to accept the March 31, 2006 Financial Report. Commissioner Smith seconded the motion. Motion passed.

Vouchers of \$12,032.45 were presented to the Commissioners. The transferal of funds will be \$9,500.00 from the Cash Account into the Investment Account.

Commissioner Smith made a motion to approve the transferal of funds and payment of the vouchers. Commissioner McEdwards seconded the motion. Motion passed.

Commissioner McEdwards made a motion to approve the April 5, 2006 payroll. Commissioner Smith seconded the motion. Motion passed.

The Chief's Report/Ambulance Report was presented by Chief Bob Herbst. Commissioner Smith made a motion to accept the Chief's Report. Commissioner McEdwards seconded the motion. Motion passed.

The Fire District does not need a short-term loan.

The Commissioners had a final reading of Policy 2801 Volunteer Membership Requirements with the only change being item 3.26.

Commissioner McEdwards made a motion to approve Policy 2801 Volunteer Membership Requirements. Commissioner Smith seconded the motion. Motion passed.

There was discussion regarding Policy 2860 Volunteer Reimbursement, Relief & Pension/Point value.

Pat Lundemo said that he had been checking with other departments and agencies about how point systems work. He did not realize how much time actually goes into implementing programs and that the time and efforts are appreciated. Pat said that he has had five people call and offer advice about the point system. Pat said that the volunteers would like a fair and equitable point system that is consistent.

Commissioner Garrison said that he could not speak for the other commissioners, but that he would like the \$12,000.00 that was budgeted for volunteer point to be spent on

volunteer points. If all the money isn't used this year he does not want it to be spent on something else.

Commissioner McEdwards does not want to penalize anyone.

Pat Lundemo said that he asked George, at the State Auditor's Office in Port Orchard, why the volunteers needed to pay taxes on the points money. George was not able to give him an answer.

Chief Herbst said that if we used mileage reimbursement the volunteers would have to keep track of their actual miles traveled, and submit a direct mileage reimbursement claim every month or quarter.

Commissioner Garrison said that the \$800.00 cap for each volunteer is not mandatory. This is the second reading of Policy 2860 Volunteer Reimbursement, Relief & Pension.

Commissioner Smith made a motion to approve updated Policy 2860 Volunteer Reimbursement, Relief & Pension. Commissioner McEdwards seconded the motion. Motion passed.

Commissioner Garrison made a motion to roll over any surplus money in BARS 522.20.10.0280 at the end of the year, and to review the process after two years. Commissioner Smith seconded the motion. Motion passed.

There has been no real interest in the 1977 F700 Engine the commissioners voted to surplus.

Commissioner McEdwards made a motion to take the 1977 F700 Fire Engine to the Stokes Auction in Kitsap County. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst reported that Tri-Tek Systems has handled our commercial alarm monitoring since the system was installed approximately five years ago. Rick, from Tri-Tek, called to make an appointment for alarm maintenance—the cost would be \$150.00. We could find no record of a contract with Tri-Tek for either alarm monitoring or maintenance. The Chief said that the alarm company is based in Everett, and that the daily call to check the system is long distance. The fee for alarm monitoring is \$30.00 per month.

Chief Herbst presented a bid for commercial alarm monitoring from a local company, Double "D" Electric. The daily call to check the system would be toll free. It would cost \$230.00 to switch over to Double "D" Electric, and the monthly fee would be \$25.00 each month. In the event there is a problem with the system, they give first priority for repairs to Fire Districts.

Commissioner McEdwards made a motion to sign a contract with Double "D" Electric for commercial alarm monitoring. Commissioner Smith seconded the motion. Motion passed.

Double "D" Electric also submitted a bid of \$580.00 a year for a maintenance contract. The commissioners do not want the maintenance contract at this time.

Thomas Fields has completed his 45 day conditional membership in the Brinnon Fire Department.

Commissioner McEdwards made a motion to approve Thomas Fields as a probationary member of the Brinnon Fire Department. Commissioner Smith seconded the motion.

Motion passed.

William Johnson has completed his 45 day conditional membership in the Brinnon Fire Department.

Commissioner Smith made a motion to approve William Johnson as a probationary member of the Brinnon Fire Department. Commissioner McEdwards seconded the motion. Motion passed.

Secretary Peggy Ware gave a report on the class she attended at Central Kitsap Fire and Rescue Admin Building on March 23, 2006. The classes Understanding Personality in the Workplace, and The Paradigm Shift were presented by Denise Reyburn and Larry Rogers of Olympic College. The class was hosted by the Kitsap County Fire Administrative Support Division.

Brinnon Volunteer Ambulance and Fire Fighters Association President Pat Lundemo said that the volunteers have updated their By-Laws to fall in line with what they are actually doing now and to keep up with the changing times. The Commissioners have been given copies of the updated By-Laws and the Association is sending them to the State of Washington.

Olympic College offers an Associate Degree in Fire Service Management and Administration. Classes for this degree are offered at the WSFASD Annual Conference and the Fall Workshop. Peggy Ware is asking the commissioners for approval to pursue the degree by both mental and financial support from the commissioners.

Commissioner McEdwards made a motion to financially support Peggy's participation in the Fire Service Management & Administration Degree program. Commissioner Smith seconded the motion. Motion passed.

The 2006 WSFASD Annual Conference is to be held at the Campbell's Resort, Chelan, Washington from May 1-3, 2006. "Fire Service and the Law" is being offered by Olympic College.

Commissioner McEdwards made a motion to approve Peggy Ware's attendance at the 2006 WSFASD Annual Conference and the college course "Fire Service and the Law". Commissioner Smith seconded the motion. Motion passed.

The WFCA 2006 Saturday Seminar Series will be at Ocean Shores on May 6, 2006.

Commissioner McEdwards made a motion to approve Meril Smith's attendance at the WFCA 2006 Saturday Seminar at Ocean Shores. Commissioner Garrison seconded the motion. Motion passed.

Peggy Ware read a thank you from Zinka Herod thanking everyone for her retirement party. Peggy also read a thank you from Zinka's daughter, Linda Eyre.

Volunteer President Pat Lundemo said that the Volunteer Association would like to continue doing litter pickup on their section of highway, but they were wondering if they were covered under the districts insurance policy.

Peggy Ware will check with Fournier Insurance to verify insurance coverage for the volunteers when they are doing litter pickup.

Chief Herbst said that the Department of Homeland Security has a surplus equipment grant. He has put in a request for miscellaneous pieces of equipment, and we will wait to see what if anything gets granted to us.

The Jefferson County Fire Commissioners and Secretaries Association will hold their next meeting at Port Ludlow Fire and Rescue Station #31, on Thursday, April 20, 2006, at 7:00 pm.

The radio tower is up and operational.

Commissioner Smith made a motion to adjourn the meeting. Commissioner McEdwards seconded the motion. Motion passed.

The meeting was adjourned at 7:50 pm.

Respectfully submitted,

Peggy Ware
District Secretary