

JCFPD #4 COMMISSIONERS MEETING

June 13, 2006

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

Commissioner McEdwards made a motion to approve the minutes of the May 9, 2006 regular meeting as mailed. Commissioner Smith seconded the motion. Motion passed.

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

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

Vouchers of \$40,074.70 were presented to the Commissioners. The transferal of funds will be \$6,150.00 from the Investment Account into the Cash Account.

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

Commissioner Smith made a motion to approve the June 5, 2006 payroll. Commissioner McEdwards 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.

Chief Herbst reported that the 1977 F700 Fire Engine was sold at Stokes Auction for \$1,600.00. After Stokes Auction deducted their fees, we received a check in the amount of \$1,405.00.

The Chief reported that JEFF COMM will be switching from CBD to POWER PHONE. This is to facilitate better liability coverage as we do not have EMD's working at JEFF COMM. It provides better QA for dispatchers, helps in identifying personnel that are not following established procedures when dealing with calls. The program runs in "ghost" overlay on the CAD system, and the operator just has to utilize mouse clicks to get information for each call.

JEFF COMM is planning on hiring a project manager to facilitate the changes that have been recommended in the engineering study conducted during the last 2 months. This will be started after the director makes contact with public works to find out what the state mandates are for a contract.

The 2nd draft of the final report is available in the chief's office, and the final draft is supposed to be out by September 16th, 2006.

Chief Herbst said that the Chief's Association is working on the rewrite of the Interlocal Agreement for fire services in the county. The Navy and the City of Port Townsend will be deleted from the agreement. The City of Port Townsend will be contracting with Fire District #1 for services. The agreement will reflect the contracted entities. East Jefferson Fire & Rescue will be paying their equal share.

Chief Herbst reported that Al Scalf has put the county wide burn regulations on hold, due to the questions that Chief Herbst raised several weeks ago. Mr. Scalf is instead putting his energies into creating the County Wide Fire Marshall position. In that venue he has asked if the individual fire districts will be willing to put in additional funding to help pay for the service. Chief Herbst responded in the negative.

Peggy Ware gave a brief report on the Computer Class she attended at Port Ludlow Fire & Rescue on June 8, 2006. The class was taught by Bill Jerrell. The class touched on Microsoft Outlook, Excel, Word, and PowerPoint.

Chief Herbst reported on the Fire RMS. The State requires us, as per the grant from the Washington State Patrol in 2004, to report our call information for tracking each year. Until recently the fire districts have been using a program called Fire Point, and we have all been extremely unhappy with it. Therefore, the Fire Departments to the North have switched to Emergency Reporting which is an internet based reporting system. At the last JEFF COMM board meeting the board approved the change from Fire Point to Emergency Reporting with JEFF COMM paying the \$100.00 per month per station fee. The Chief feels that by JEFF COMM paying the monthly fee our budget can afford to pay the \$500.00 licensing fee for the district. District #4 will switch to Emergency Reporting.

Chief Herbst will be teaching the WMD class at Port Ludlow Fire & Rescue at the end of the month. This is part of the agreement that the Chief signed when he attended the Train the Trainer class at the Kitsap Readiness Center. Fire District #3 is going to compensate Chief Herbst for his time. There will be 3 separate classes, and they will take approximately 6 to 8 hours each. The Commissioners would like to trade Chief Herbst's teaching time for training. The particulars can be worked out after the pretest.

Chief Herbst reported that the county services administrator has decided that even though we the fire districts went out and spent the time and effort to authenticate the 911 road maps, identify all hydrants and addressing that we should have to pay \$100.00 per map if we want copies of any of them. At the time, the Fire Chief's were led to believe that we would be able to obtain fire maps for our districts when this project was completed. This is also why JEFF COMM provided about \$10,000.00 for the purchase of a memory upgrade to facilitate the corrected maps. This would then allow the county to use 1 single database instead of the 3 or 4 they now use. With this in mind, the Fire Chief's feel that if we can not resolve this issue then we should all bill the county for our time and materials for the maps as well as to have the county pay for an annual fire protection contract on all county property which is

something that they do not currently do. This would include parks, offices, shops, and other county buildings.

Anne Pittman arrived at 7:45 pm.

Regionalization of JEFF COMM was mentioned.

Chief Herbst reminded the commissioners that his annual evaluation is due next month.

There was no public comment.

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