

JCFPD #4 COMMISSIONERS MEETING

November 14, 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, Yolanda Smith, Anne Pittman, Clair Pittman, Kathi Mueller, Marji Mueller, Stan Walter, Jacque Hartley, and George Sickel.

Commissioner Garrison opened the 2007 Public Budget Hearing.

Secretary Ware stated that copies of the 2007 Preliminary Budgets had been available to the public since November 1, and that only 1 person had come in to request copies of the 2007 Preliminary Budgets.

Commissioner Garrison asked if there were any questions regarding the Preliminary Budget?

George Sickel asked Chief Herbst if he could go over any changes from last years' budget.

Chief Herbst gave a brief report on any changes.

George Sickel asked if a notice had been posted stating that the 2007 Preliminary Budgets were available November 1.

Secretary Ware said that she did not post that the budgets were available, but that she announced at the October Fire Commissioners meeting that the Preliminary Budgets would be available for the public on November 1.

Commissioner Garrison asked if there were any further questions.

There were no further questions.

Commissioner McEdwards made a motion to approve the minutes of the October 10, 2006 regular meeting as mailed. Commissioner Smith seconded the motion. Motion passed.

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

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

The 3rd Quarter Budget Report was completed on October 31, 2006. Total Budget \$239,825.00, expenditures year to date \$165,299.13, leaving an ending balance of \$74,525.87.

Vouchers of \$24,644.84 were presented to the Commissioners. The transfer of funds will be \$11,200.00 from the Cash Account into the Investment Account.

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

Commissioner Smith made a motion to approve the November 3, 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.

The original Interlocal Agreement Regarding Emergency Dispatching, Communications and Other Services had an expiration date of December 31, 2005, but was extended until December 31, 2006. Chief Herbst said that they have been working on a new agreement, but need some additional time to verify the changes. Chief Herbst asked the Commissioners to approve a Contract Extension Recommendation that would extend the existing Interlocal Agreement until December 31, 2007 or until a new contract is approved.

Commissioner Smith made a motion to approve the Contract Extension Recommendation for the Interlocal Agreement Regarding Emergency Dispatching, Communications and Other Services until December 31, 2007 or until a new contract is approved. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst suggested two possible additions to the current Public Access to District Records Policy as a starting point.

Commissioner Garrison said that if the minutes are placed on the website he would like to have a block placed on the file so the minutes are read only and can not be altered. The Commissioners agreed to table the issue for another meeting so they will have time to get more information.

Jacque Hartley asked about the fact that the Medical Program Director, Dr. Smith-Poling, attended last month's meeting to address Jacque Hartley's letter to the Commissioners from the September 2006 meeting. Jacque said that her letter just addressed the fact that she had been approached by people that were unhappy regarding the EMS care they had received here in Brinnon. Jacque said that Dr. Smith-Poling addressed many issues that were not in Jacque's letter to the Commissioners.

Commissioner Garrison said that he was not sure what prompted Dr. Smith-Poling to address all the different issues.

Commissioner McEdwards made a motion to adopt Resolution 2006-3 approving the 2007 Budget in the amount of \$248,400.00. Commissioner Smith seconded the motion. Motion approved.

Commissioner McEdwards made a motion to adopt Resolution 2006-4 Property Tax Increase Resolution-General Levy. Commissioner Smith seconded the motion. Motion passed with 3 yes votes.

The membership committee recommends Matthew Johnson as a Fire Cadet in the Brinnon Fire Department. Matthew will turn 18 years old in December. As a cadet, he will not respond to calls, not be issued a radio, and he will be supervised at all times during training.

Commissioner McEdwards made a motion to accept Matthew Johnson for 45 day conditional probation as a Fire Cadet. Commissioner Smith seconded the motion.

Motion passed.

The membership committee recommends Thomas E. Fields as a Volunteer Firefighter in the Brinnon Fire Department. Tom would be joining the department in a support services role as an ambulance driver, and a radio communications specialist.

Commissioner Smith made a motion to accept Thomas Fields for 45 day conditional probation as a Volunteer Firefighter. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst said in the past some of the Volunteer Firefighters have donated their mileage reimbursement checks, or point checks back to the Fire District. Using the point system, the Volunteers have to pay taxes on the money they receive. Chief Herbst and Secretary Ware made up a Volunteer Compensation Waiver that is similar to the Commissioner Compensation Waiver so that if a Volunteer Firefighter does not want to receive a check for his or her "points" for a given year they can sign the waiver before the checks are issued. This is totally optional, and the waiver would only be good for one year. If a volunteer chose to sign the waiver, any money they are entitled to would remain in the general fund.

Commissioner McEdwards made a motion to approve the Volunteer Points Waiver form. Commissioner Smith seconded the motion. Motion passed.

Secretary Ware gave a brief report on the 2006 WFCFA Conference that was held at the Sea Tac Doubletree from October 19-21, 2006. Secretary Ware and Commissioner McEdwards attended the conference. Peggy attended the Snure Seminar Wednesday evening. The conference included the WFCFA Business Meeting, Keynote Speaker Steve Donahue, and numerous classes to include: "Fire Service Funding", "Lessons Learned from Hurricane Katrina & The Role of Fire Protection Districts in Disaster Preparedness", "Draft Minimum Standards and Pension Options for Your Volunteer Firefighters", and "Why Things Go Right-Why Things Go Wrong". The highlight of the conference was at the Friday Night Banquet when Jefferson County Fire Protection District #4 received the 1st Place Management Excellence Award trophy.

During the Public Comment period, Jacque Hartley addressed a number of different RCW's in regard to different policies. She said that Policy 1310 references the wrong RCW. In Policy 2801, she expressed concern regarding age restrictions. Chief Herbst pointed out that the policy does address age discrimination.

Marji Mueller said that for the first time in 50 years we called 911 for medical assistance at our home. Marji appreciated the people that responded and expressed her thanks.

At 7:50 pm, Commissioners Garrison, McEdwards and Smith, and Chief Herbst retired into executive session to review the performance of a public employee. Commissioner Garrison said that no action would be taken after the executive session, and that the meeting would reconvene at 8:10 pm.

The Executive Session ended at 8:10 pm.

Stan Walter, Jacque Hartley, and George Sickel left during the executive session.

At 8:11 pm, Commissioner Garrison recalled the meeting to order.

Commissioner Smith made a motion to adjourn the meeting. Commissioner McEdwards seconded the motion. Motion passed. The meeting was adjourned at 8:11 pm.

Respectfully submitted,

Peggy Ware
District Secretary