

## JCFPD #4 COMMISSIONERS MEETING MINUTES

Brinnon Fire Department

AUGUST 11, 2009

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, Kathryn Dowd, Dalila Dowd, John Dowd, Anne Pittman, Diane Garrison, Ron Stephens, Sue Bond, Angie Snyder, Ben Snyder, Diane Bressler, Dick Bressler, Evelyn Cemper, George Sickel, Nick Fields, Patrick Titterness, Stan Walter, and Pam Fields.

Commissioner McEdwards made a motion to approve the minutes of the July 14, 2009 regular meeting as mailed. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the minutes of the August 7, 2009 special meeting as mailed. Commissioner McEdwards seconded the motion. Motion passed.

The July 31, 2009 Financial Report was presented to the Commissioners by Secretary Peggy Ware.

Commissioner Smith made a motion to accept the July 31, 2009 Financial Report. Commissioner McEdwards seconded the motion. Motion passed.

The 2<sup>nd</sup> Quarter Budget Report was presented by Secretary Peggy Ware. Total Budget of \$269,100.00, expenditures year to date \$160,657.56, leaving an ending balance of \$108,442.44.

Vouchers of \$16,301.26 were presented to the Commissioners. Transfer of funds will be \$16,301.26 from the Investment Account into the Cash Account.

Commissioner McEdwards made a motion to pay the vouchers in the amount of \$16,301.26, and to transfer \$16,301.26 from the Investment Account into the Cash Account. Commissioner Smith seconded the motion. Motion passed.

Commissioner Smith made a motion to approve the August 5, 2009 payroll in the amount of \$9,530.39. Commissioner McEdwards seconded the motion. Motion passed.

The Chief's Report/Ambulance report was presented by Chief Bob Herbst.

Commissioner McEdwards made a motion to accept the Chief's Report. Commissioner Smith seconded the motion. Motion passed.

The Volunteer Ambulance & Firefighters Association President Report was presented by Secretary/Treasurer Ron Stephens. He reported that the Association voted to pay ½ of the matching funds required for the Wildland Firefighter Grant.

Chief Herbst presented a report on the status of the proposed Port Ludlow Fire & Rescue ALS Contract. Chief Herbst said that he was told by Chief Wilkerson that the Commissioners of Fire District #3 have already approved the contract as written.

Chief Herbst has reservations about the following parts of the proposed contract: 6.1- Response Fee of \$300.00; 6.2-if a District #3 Paramedic transports, they bill and receive all payments for the transport; and 6.3-if a District #3 Paramedic transports, they charge us an additional \$300.00 on top of the response fee.

Chief Herbst presented an e-mail from Port Ludlow Fire & Rescue Assistant Chief Randy Coggins stating that all Paramedic responses will be in Rescue 33, the new Quick Attack Truck, unless a request for an Aid Unit is specified.

Commissioner McEdwards stated that he would not sign the agreement.

Commissioner Smith made a motion to reject the proposed ALS Contract between Port Ludlow Fire & Rescue and Jefferson County Fire District #4. Commissioner McEdwards seconded the motion. Motion passed.

Chief Herbst reported that the State Parks have restructured combining some regions, and due to the restructuring the State Park needs their boat back. The State Park needs the boat transferred to Kitsap County. Chief Herbst has negotiated with the Port Gamble S'Klallam Tribe, Natural Resources Department for a new boat, and currently a proposed Memorandum of Understanding is being reviewed by the attorney for the Port Gamble S'Klallam Tribe, Natural Resources Department.

Commissioner McEdwards made a motion to approve the proposed Memorandum of Understanding conditional upon the Port Gamble S'Klallam Tribe, Natural Resources Departments approval of the MOU as is. Commissioner Smith seconded the motion. Motion passed.

Chief Herbst gave an update on the Mutual Aid Agreement between Jefferson County Fire Protection District #4 and Mason County Fire Protection District #17. The agreement has not been updated since 1979, and that agreement was only for fire response. Chief Herbst will be meeting with Mason #17 Dave Moore tomorrow to discuss the agreement.

Secretary Ware stated that the EMS Special Agency Fund 2010 Budget Worksheet was handed out at the last Jefferson County Fire Commissioners & Secretaries Association (JCFC&SA) meeting for the individual commissioners to discuss at their regular Fire Commissioner meetings. In the past the individual districts did not create the proposed

budget. The Budget was created by the Finance Board and the individual Fire Districts approved it at their regular Fire Commissioner meetings.

Chief Herbst stated that the Worksheet was handed out before Brian Snure had made his recommendations & suggestions regarding the EMS Council and EMS Special Agency Fund. Brian Snure recommended that all the agreements be combined into one agreement. This may affect the budget process.

The Jefferson County Fire Commissioners & Secretaries Association meeting is on August 20 at District #2. They will be providing dinner, so they have asked that we RSVP.

All 3 Fire Commissioners, Secretary Ware and Chief Herbst plan to attend.

Commissioner Garrison asked for Public Comment.

George Sickel asked if EMT's carry Epi-pens.

Chief Herbst stated that an EMT could not carry an Epi-pen in their personal bag unless they had a prescription. Chief Herbst then stated that the WAC clearly states that all BLS response units must carry the Epi-pens. Chief Herbst stated that he knew of the incident that George was referring to and that the man in question made the decision to do what he did on his own. Chief Herbst went on to state that all of our responding apparatus carry Epi-pens in the BLS aid bags, and he carries Epi-pens and inject able Epi in his bag as well.

George Sickel asked if all the fire apparatus carried Epi-pens.

Chief Herbst answered that they did.

Evelyn Cemper announced that the Fire Department Ladies Auxiliary and the Volunteer Association are holding a barbecue on August 22 from 5:00 to 8:00 pm.

Dick Bressler asked if Fire District #4 has any similar MOU to offer our ALS services to Port Ludlow Fire & Rescue.

Chief Herbst responded that we can not offer anything similar to Port Ludlow Fire & Rescue because we do not have paramedics.

Commissioner Smith made a motion to adjourn. Commissioner McEdwards seconded the motion. Motion passed. The meeting was adjourned at 7:28pm.

Respectfully submitted,

Peggy Ware  
District Secretary