

JCFPD #4 COMMISSIONERS MEETING

Brinnon Fire Department

JULY 13, 2010

The meeting was called to order by Chairman Ron Garrison at 7:00 pm. Those present were Commissioner Ken McEdwards, Chief Bob Herbst, Secretary Peggy Ware, Don Coleman, Diane Coleman, Sue Bond, Sandy Bardon, John Dowd, Ron Stephens, Curtis Lightner, and Matt Johnson.

Commissioner Garrison announced that Commissioner Smith was out of town on vacation.

Motion-Commissioner McEdwards made a motion to approve the minutes of the June 8, 2010 regular meeting as mailed. Commissioner Garrison seconded the motion. Motion passed unanimously.

There were no questions about the June 30, 2010 Financial Report.

Motion-Commissioner McEdwards made a motion to approve the June 30, 2010 Financial Report. Commissioner Garrison seconded the motion. Motion passed unanimously.

EMS Vouchers of \$21,252.72 and Fire Vouchers of \$15,737.00 presented to the Commissioners for total expenditures of \$36,989.72. Transfer of funds will be \$21,252.72 from the EMS Fund Investment Account into the EMS Fund Cash Account, and \$15,737.00 from the General Fund Investment Account into the General Fund Cash Account.

Motion-Commissioner McEdwards made a motion to pay EMS and Fire Vouchers for a total of \$36,989.72, transfer \$21,252.72 from the EMS Fund Investment Account into the EMS Fund Cash Account, and transfer \$15,737.00 from the General Fund Investment Account into the General Fund Cash Account. Commissioner Garrison seconded the motion. Motion passed unanimously.

Motion-Commissioner McEdwards made a motion to approve the July 2, 2010 payroll in the amount of \$11,722.89. Commissioner Garrison seconded the motion. Motion passed unanimously.

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

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

There was no Volunteer Ambulance & Firefighters Association President Report.

The National Parks Agreement is still pending. It is being reviewed by their legal department.

Policy 2801 Section 3.6-Out of District Volunteers was presented for “Second Read” with no changes.

Motion-Commissioner McEdwards made a motion to adopt Policy 2801 Section 3.6-Out of District Volunteers effective July 13, 2010. Commissioner Garrison seconded the motion. Motion passed unanimously.

Policy 1600-The Board of Fire Commissioners-Fire Commissioners Stipend was presented for “Second Read” with no changes.

Motion-Commissioner McEdwards made a motion to adopt Policy 1600-The Board of Fire Commissioners-Fire Commissioners Stipend effective July 13, 2010. Commissioner Garrison seconded the motion. Motion passed unanimously.

Policy 3302-Internet and Computer Usage was presented for “Second Read” with no changes.

Motion-Commissioner McEdwards made a motion to adopt Policy 3302-Internet and Computer Usage effective July 13, 2010. Commissioner Garrison seconded the motion. Motion passed unanimously.

Chief Herbst reported on the Salmon Recovery Grant to relocate Station 42. The Olympic Canal Maintenance Company requires all property owners to pay annual dues. A proposal was submitted to the Olympic Canal Maintenance Company wherein \$2,000.00 of the grant money would be placed in a CD and then turned over to the Maintenance Company in lieu of Jefferson County paying annual dues.

Chief Herbst read a letter from the Olympic Canal Maintenance Company declining the proposal and stating that they would not make any special considerations. See attachment.

Chief Herbst stated that based on this letter we will need to turn down the grant.

Snohomish County Fire District #17 would like to use the specifications for our aid car and has requested that we enter into an Interlocal Purchasing Agreement.

Motion-Commissioner McEdwards made a motion to approve an Interlocal Purchasing Agreement between Jefferson County Fire Protection District #4 and Snohomish County Fire District #17. Commissioner Garrison seconded the motion. Motion passed unanimously.

Chief Herbst reported that with passage of recent law the Fire District can collect Impact Fees for new construction/development within the Fire District boundaries. He is working on a draft policy to address this issue.

Chief Herbst reported that he has contacted ER Recovery, located in Gig Harbor, regarding Motor Vehicle Accident Response Recovery. ER Recovery collects for emergency response from the vehicle insurance company.

Chief Herbst has asked the Commissioners to study the information and make a decision at next months meeting.

Chief Herbst reported that he has spoken with the Washington State Rating Bureau (WSRB) about lowering our Fire District insurance rating from an 8 with Tanker credit-would it be feasible to lower our rating from an 8 to a 4? He reported that WSRB said that it is feasible, but it is not easy. Once the Fire District is ready to move forward, the first step is to call the WSRB and request an audit. The WSRB will come to the Fire District and audit the training, vehicle, response, etc. records. After the inspection is complete, the WSRB will let the Chief know what is needed for the Fire District to proceed.

Chief Herbst reported that the Fire District turnout and response times are NFPA 1720 Compliant. NFPA 1720 does not have a set standard for turnout time. The NFPA 1720 response time for a rural area is set at 14 minutes. Fire District #4 is well under that with an average response time of 11+ minutes.

Chief Herbst presented updated 2010 Strategic Plans in regard to staffing and apparatus to the Commissioners.

Commissioner Garrison asked for comment regarding District Secretary pay raise. Commissioner McEdwards said that he had no comments.

Chief Herbst read a recommendation to accept Brigid Strait as a 45 day conditional member of the Brinnon Fire Department. Brigid wants to be an EMS provider, but will be starting as Fire Ground Support.

Motion-Commissioner McEdwards made a motion to accept Brigid Strait as a 45 day conditional member of the Brinnon Fire Department. Commissioner Garrison seconded the motion. Motion passed unanimously.

Chief Herbst presented the final draft of the Jefferson County Mutual Aid Agreement to the Fire Commissioners. He received a draft in an e-mail last Thursday, July 8, from Chief Wilkerson. Chief Wilkerson said that the Mutual Aid Agreement would be up for discussion at the County Fire Chief's meeting on Monday, July 12. Chief Herbst said that at the County Fire Chief's meeting he asked for clarification of some issues. Chief Herbst received the final draft in an e-mail from Chief Wilkerson today.

Commissioner McEdwards and Commissioner Garrison both said that they would like to table any action regarding the Jefferson County Mutual Aid Agreement until next month to allow time to read the agreement.

Commissioner Garrison asked for Public Comment.

Sue Bond congratulated the Chief and Commissioners on exceeding the NFPA 1720 response time standard.

At 7:36 pm, Commissioners Ron Garrison and Ken McEdwards, and Chief Herbst retired into executive session for a personnel issue, contract discussion, and a legal issue. Commissioner Garrison said that the meeting would reconvene at 8:00 pm, and there would be no action at that time.

At 7:55 pm, the executive session ended. Ron Stephens and Matt Johnson were in attendance.

At 8:00 pm, Commissioner Garrison recalled the meeting to order

Motion-Commissioner McEdwards made a motion to adjourn the meeting. Commissioner Garrison seconded the motion. Motion passed unanimously. The meeting was adjourned at 8:01 pm.

Respectfully submitted,

Peggy Ware
District Secretary