

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

January 14, 2015

The regular meeting of the Board of Fire Commissioners was held on the above date at the district office. Those who attended were as follows: Commissioners Mary Beth Neal, Harry Andrews and Steve Ness (he attended at 12:14 p.m.); Fire Chief Ron Anderson, Board Secretary Kris Parks, Division Chief Bill Pernet, Division Chief Henry Hollander and Captain Joe Noonchester.

Commissioner Andrews called the meeting to order at 12:04 p.m.

PUBLIC COMMENT

None

BOARD ACTION

Meeting Minutes

Approval of Minutes of the December 11, 2014 Regular Meeting.

Commissioner Andrews moved to approve the meeting minutes. Commissioner Neal seconded; motion passed.

Election of Chairman and Vice Chair

The Board asked for nominations for the year 2015 for the position of Chairman and Vice Chair of the Board. Commissioner Neal made the motion to nominate Commissioner Harry Andrews for Chairman of the Board; all are in favor and motion passed.

Commissioner Neal made the motion to nominate Commissioner Mary Beth Neal as the Vice Chair of the Board; all are in favor and motion passed.

MONTHLY REPORTS

Finance

Chief Anderson provided information on the financial statements and the vouchers.

Approval of the payroll voucher: Commissioner Neal moved to approve the payroll voucher.

Commissioner Andrews seconded; motion passed.

Approval of the expense voucher: Commissioner Andrews moved to approve the expense voucher.

Commissioner Neal seconded; motion passed.

Chief's Report

Chief Anderson provided information on the chief's report which included the response activity from December, the dollar loss activity and response times.

Personnel

Separations:

- Josh Bavaro, with us 5 ½ years, reason for leaving, job is becoming more demanding and the time commitment needed to volunteer.

New Firefighters Oath of Office:

The following new firefighters will be sworn in tomorrow night 1/15/15 at the District 21 Commissioners meeting. Please plan on attending if possible to show your support.

Amanda LaPierre
Haley Urling-Ehinger

Christopher Faber
Kailee Steele

Elisabeth Bowman
Travis Tallquist

FEMA Grant

We are in the process of installing the vehicle exhaust removal system at Station 61 which was part of our 2013 FEMA Grant Award. Once we have completed this project we will be asking FEMA to allow us the use of any remaining grant funds to possibly install a vehicle exhaust system at Station 68.

Labor Negotiations

Labor negotiations are continuing with hopes of finding common ground on the issues at hand.

Prospect- FRL (Fire Response Lists) Updates

We are currently in the process of updating our FRL's with Prospect. These lists are used to determine what personnel and resources will be dispatched on initial alarms to both fire and medical calls within our district. This year we are also attempting to standardize our FRL's across the county if possible. As you can imagine there are many challenges to this as we have a very diverse makeup of fire departments within the county including full-time, combination and all volunteer departments as well as urban, suburban and rural characteristics that need to be addressed. Prospect recently notified us that the implementation of our new FRL's will not occur until sometime in February.

Email backup and archiving

State Law now requires that we backup and save all department emails for a minimum of 2-years. Emails are considered public records and must be backed up in a secured location. With the assistance of Tech Help we are in the process of setting up our new email archiving system. The equipment has been purchased and is currently being installed at a secure location with Tech Help. We are sharing the costs of the email backups and server with South Whatcom Fire Authority to reduce expenses. In order to share expenses we must all be using the same google email account so the next phase of the project will involve migrating all of our current google gmail accounts over to the non-profit "Whatcom ES" account. This will be a little more labor intensive and will take several weeks to complete. We hope to have this project completed by the end of February.

Operations Division Report

Division Chief Pernet provided information on the operations division report which included the department time-off statistics, volunteer shift hours for December, overtime hours, incidents per year and information on:

December Crew Activities

Birch Bay Polar Bear Event
Volunteer Training
County fire academy assistance
EMS Training
CPR Training
Equipment ID Project
Santa Run

December Meetings Attended

Holiday Party Planning
AFG Grant Meetings
County Fire Chiefs
Border Fire Chiefs
Contract Negotiations
Labor / Management
Recruit Graduation

Projects

AFG Grant
2015 Crew Schedule
NWRC Procedures
Equipment Inservice
New Vol time sheets
Assistance to FF Grant
2015 Ops Budget

Calls of Interest

12/26/14: E61, E63, E65, E6102, B76, C7102 responded to 4014 Pipeline Rd. for a reported house fire. First units on scene reported smoke from the homes garage. Crews found a contained dryer fire and extinguished it. The dryer was moved outside and crews performed smoke removal and property conservation for the residents.

12/4/14: Crews were challenged with two separate motor vehicle collisions that occurred within moments of each other. First E12, A12, M2, and B76 responded to Everson Goshen / Mt. Baker Hwy for a reported car vs. semi. On scene crews found one injured trapped male patient unconscious. Crews extricated, treated, and transported code red to St. Joe's. Shortly thereafter crews were called to 6451 Hannegan for a reported 3 vehicle collision with a reported heavy damage and ten patients. Units including B76, B75, E69, E75, EMS 1, A69, A75, A43, A81, M10, M45, and C91 responded. Five patients were transported to St. Joe's including an injured infant. Weather could have been a factor in these accidents.

Training Division Report

Captain Noonchester presented the training division report.

The report included the staff productivity, the career and volunteer firefighter training for December and the following information:

2014 was a very productive and busy time for North Whatcom Fire. The crews trained hard and should be proud of their accomplishments. In December, the total training hours recorded for the department were 1095, which is a combination of volunteer and career firefighters, engineers and officers.

Some highlights for the month include the graduation of 6 new volunteers, completion of a very strenuous hazardous materials course by the academy and a hands-on forcible entry training evolution conducted by Firefighter Andrew Martin and crew.

Two members were recognized in December for their outstanding efforts in training for the year. The recipients of the awards are:

- ❖ Volunteer Firefighter Robert Yaple-Most training hours
- ❖ Career Lieutenant Kris Jorgensen-Most training hours

Congratulations. It was a productive year in training and everyone department wide worked hard. The results have shown by way of professional and compassionate care to our community. Through training we can uphold the mission statement of the district:

To protect the lives of our community to the best of our abilities with the resources provided while focused on compassionate care, teamwork and professionalism.

Most training hours for December:

Firefighters David Comp and Gareth Moore

Technical Services & Maintenance Division Report

Division Chief Hollander presented the technical services & maintenance division report.

Fire Marshal

Semiahmoo Marina has begun the installation of their required standpipe system. The work began Monday Jan. 5th and is scheduled to be completed by Friday Jan. the 9th.

There is no update on the proposed Lincoln Park Retirement Center project.

We continue to see a steady stream of projects coming to the TRC (Technical Review Committee) for both Whatcom County and the City of Blaine.

There were a total of 246 inspections completed for the year 2014.

Apparatus

A-63 is scheduled to be inspected by the Ford dealership for any issues with the head and cooling system before the warranty runs out.

All other apparatus are being serviced as per schedule.

Facilities

The material has been ordered for the exhaust system upgrade for station 61. The work is scheduled to begin on Tuesday Jan. 13th and to be completed by Thursday Jan. the 15th.

The downspouts on the older part of station 63 have been replaced. They were worn out and rusted thru. The crews will be painting the new material to match the building.

Due to the old recliners being worn out beyond repair the station 12 recliners have been replaced with new ones.

The roof leak at station 11 has been temporarily repaired to get us thru the winter but will need further evaluation next summer.

IT

Microsoft is no longer supporting any of the old XP workstations, so we have upgraded as many of our older workstations as the budget would support. As the budget allows we will continue replacing all the old XP computers in service.

At the start of this year we have begun to track our emergency responses by “Area Type” i.e. Urban, Suburban, and Rural. By tracking our response times in these areas we will be able to evaluate how our actual performance matches up to our adopted level of service.

NWFR’s adopted Response Time Objectives for all Code Red incidents (fire and life threatening medical)

Urban – Eight minutes 80% of the time for arrival of the first due fire engine company

Suburban – Ten minutes 80% of the time for arrival of the first due fire engine company

Rural – Twelve minutes 80% of the time for arrival of the first due fire engine company

I am pleased to announce that we have verified that the new repeater site on Harvey Rd. is working and providing a very improved level of radio signal to specific areas that historically had poor reception. Now we will work with the dispatch center in updating our paging and FRL’s to use the new site.

Misc.

We have held our first 9-11 Memorial Ride meeting and are looking forward to another successful event this year. Our IT vendor has stepped up and offered to administer the web site for the event.

CORRESPONDENCE

The Board reviewed the correspondence, the Washington State Auditor’s Report.

Chief Anderson shared some information from the Washington State Auditor’s exit interview with the Board.

OLD BUSINESS

2015 Membership with the Washington Fire Commissioners Association

The Board discussed the membership with the WFCFA and Commissioner Andrews moved to approve to purchase the 2015 membership. Commissioner Neal seconded; motion passed.

NEW BUSINESS

Submitting a Ballot Measure

The Board discussed on how to proceed with the ballot measure for a merger of both districts for the general election in November and Chief Anderson will organize a committee.

Next Board Meeting: February 11th at 12:00 p.m.

The Chair called for a 7 minute recess from 1:13 p.m. to 1:20 p.m. and for an executive session at 1:20 p.m. for 40 minutes.

Executive Session:

per RCW 42.30.140 “*Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or... that a portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposal made in the negotiations or proceedings while in progress.*”

The meeting resumed at 2:00 p.m.

The meeting was adjourned at 2:00 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Meeting Minutes

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