

# Whatcom County Fire District 4

## Meeting Minutes of the Board of Commissioners

### December 11, 2013

The public hearing for the 2014 budget and levy increase and 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 and Harry Andrews; Fire Chief Ron Anderson, Board Secretary Kris Parks, Division Chief Henry Hollander, Captain Joe Noonchester. Commissioner Steve Ness attended the meeting by conference call and then at 6:55 p.m. in person.

#### **PUBLIC HEARING – 2014 BUDGET and LEVY INCREASE**

The Chair opened the public hearing for the 2014 budget and levy increase at 6:05 p.m. and asked for public comments.

#### **PUBLIC COMMENT**

None

Chief Anderson gave the 2014 Budget Presentation to the Board.

#### **BOARD ACTION**

##### Resolution 2013-5: Property Tax Levy

Commissioner Neal moved to approve the Resolution 2013-5. Commissioner Andrews seconded; motion passed.

##### Resolution 2013-6: Adopting the 2014 Budget

Commissioner Neal moved to approve the Resolution 2013-6. Commissioner Andrews seconded; motion passed.

##### Resolution 2013-7: Adopting the 2014 Budget/EMS

Commissioner Neal moved to approve the Resolution 2013-7. Commissioner Andrews seconded; motion passed.

The public hearing adjourned at 6:42 p.m. and the regular board meeting opened at 6:42 p.m.

#### **PUBLIC COMMENT**

None

#### **BOARD ACTION**

##### Meeting Minutes

Approval of Minutes of the November 18, 2013 Regular Meeting.

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

## **MONTHLY REPORTS**

### **Finance**

Chief Anderson provided information on the financial statements and the voucher.  
Approval of the payroll voucher: Commissioner Neal moved to approve the payroll voucher.  
Commissioner Andrews seconded; motion passed.

### **Chief's Report**

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

### **Auto-Aid agreement with the City of Lynden**

The Lynden Public Safety Committee has agreed to give our Auto-Aid Agreement another few months trial before deciding on whether to adjust the response boundaries. Chief Baar has expressed that the additional call volume is taxing his staff and is concerned that he may not have enough resources to handle calls in his City. We are considering moving the Automatic Aid response boundaries back from the Bob Hall Rd. to Berthusen Road in an attempt to reduce the call volume. We are continuing our efforts to provide coverage from Station 72 by sharing volunteers from both Lynden and NWFR.

### **FEMA Grant**

As discussed in our annual retreat we are concerned about the functionality of the vehicle exhaust removal systems at Stations 63 (Birch Bay) and 61 (Blaine). Diesel exhaust is known to contain carcinogens which are linked to cancer so in an attempt to reduce our personnel's exposure we have applied for a grant to help fund the installation and repair at these two stations. In addition we are asking for help in funding two Bunker Gear extractors (washing machines) to clean bunker gear contaminated with the same potential byproducts of the combustion process. The District would be responsible for contributing 10% of the total costs for the equipment which would be approximately \$16,000 if the grant is awarded.

### **EMS Levy**

The results are now final and the election has been certified by the County Auditor, our EMS Levy passed with a 62% voter approval. I would like to thank everyone for their hard work and support in getting the word out about our EMS Levy Election. The additional funds raised will allow us to maintain current staffing levels within the District. We are so grateful that our citizens recognized the importance of the services we provide and were willing to pay for the additional funding needed to keep us operating.

### **Operations Division Report**

Division Chief Swobody provided information on the operations division report which included the department staffing, time-off statistics for November and information on:

### **Ladder Testing**

All of the districts' ground ladders have been tested for this year. Lt. Clark, FF Neyens and FF Paige worked really hard to test approximately 50 ground ladders in a week. The crew coordinated and completed all the testing of the Fire Districts ladders. The crew was tasked with developing a ground ladder procedure, PowerPoint for the training of personnel and documentation paperwork that will be entered into our Firehouse software database.

## **2014 Shift Schedule**

A lot of time has gone into developing the 2014 career shift schedule. Per the Labor 106NW contract the schedule must be completed and posted by December 15<sup>th</sup>.

## **Volunteer Recognition**

Todd Berge, Lane Renskers and Sabrina Ooms were recognized at the Blaine School District monthly meeting for their participation as EMS personnel during Blaine High School football games.

## **Fires**

- 11/21/13 4800 BLK Mission Rd. structure fire to a shop building.
- 11/23/13 Structure fire response 300 Silverado Ct. Wall fire contained to the area of origin.
- 11/25/13 Commercial Structure Fire. 2000 BLK Sweet Rd. Machinery fire was extinguished on arrival. Two employees were evaluated for possible smoke inhalation.
- 11/25/2013 Mutual Aid with South Whatcom Fire for a reported structure fire. 300 BLK Lake Samish Dr.

## **Training Division Report**

Captain Noonchester presented the training division report.

The report included the staff productivity, the crew training for November and the following information:

In November, the crews spent most of their training hours completing required engine company evolutions that included live fire, driver's training and thermal imaging. They were able to devote most of their month to crew work and team concepts.

Our Whatcom County Recruit Academy is just about complete! Our six new firefighters are very excited to be done with their initial skills assessments and are looking forward to a holiday break. Five of them will be attending EMT school beginning in January. Robert Yaple, who is already an EMT, will begin working with his assigned crew in January at station 12 as our newest volunteer firefighter/EMT. Congrats to them all. Graduation is set for 7pm December 18<sup>th</sup> at The Ferndale High School auditorium. All are welcome to attend.

NWFR has received a donated house in the Birch Bay area to train in and burn. We have been gathering all needed documentation and approvals in preparation for the burn day which is scheduled for December 19<sup>th</sup> from 8-5. These acquired structures are very valuable and appreciated giving our crews a chance to work in and around real fire situations. Spectators are always welcome.

## **Technical Services & Maintenance Division Report**

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

Thanksgiving Community Assistance Program: This year 335 families received baskets or vouchers (all with turkeys), providing a Thanksgiving meal to 1,857 people. This sets a new record.

Once again, thank you and all the Fire Fighters for an exemplary job with this year's Thanksgiving baskets.

## **Fire Marshal**

We continue to work with the Semiahmoo Marina with the goal of providing an approved fire standpipe system. So far it has been determined that the marina is not required to provide portable water to the boat owners.

A complete mitigation agreement has been sent to Northshore Corp.

Whatcom County has contacted the fire district and requested that we work with them in developing an updated capital facilities plan (CFP) in a format that would meet both the needs of the fire district and the needs of the county for the purpose of Growth Management Act (GMA) planning.

The end goal would be to docket a comprehensive plan amendment to incorporate several updated Fire District capital facility plans, including NWFR, into the County Comp Plan. The goal would be to develop a draft District CFPs by summer of 2014, have County Planning Commission hearings next summer or fall, and County Council adoption in early 2015. Since it will also be time in 2014 to update our CFP, I will be looking for direction.

There are two new TRC projects starting, one is a Cluster Short Subdivision near Kelly Rd. and the second is the Viva Pharmaceutical Facility in the City of Blaine. The Viva Pharmaceutical project goes back before our mitigation program was in effect so there will be no fees available for the district.

## **Apparatus**

Great news on (AP202), the 1971 Ford Pierce tender. Our shop was able to locate parts for this tender and make all the necessary repairs. The Tender has passed the pump test and is now back in service. I would like to acknowledge both Elliot and John for the extra effort they both put in to accomplish this task.

We have begun to experience some wear on the staff vehicles with ball joints, brakes and tie – rods. C71 and C7103 repairs are complete, with C7102 still needing to be done.

With the new agreement with the City of Lynden the shop has been systematically servicing all their responding apparatus.

## **Facilities**

Station 63 has been experiencing some issues with the new boiler tripping out. The vendor has made numerous trips out to diagnose the issue. The problem has been resolved with some new control wiring between the zone control valves and the boiler control circuit. It appears to be working now.

While performing the annual generator maintenance on all the stations it was discovered that the station 69 generator will need both a new water pump and a radiator replacement this year. Both parts have been located and ordered and a loaner generator has been provided. With station 69 now being a full time staffed station the current generator may need to be upgraded in size.

## **IT / Communication's**

There continues to be no progress to report on the Harvey Rd. repeater site. They are now looking into a hard wired telephone connection to help improve the connection. The City of Blaine has expressed an interest in sharing the cost of installing copper wire to the repeater structure. We will be working thru the next steps of facilitating this request. There has been no further progress this month.

## **Inspections**

Engine Company Inspections have been completed in November.

## **Correspondence**

The department received a thank you letter from Matt W. Beck in which he expressed his appreciation to Lt. Jorgensen for his time spent in his health classroom at Meridian High School.

The department received a copy of the certification of Whatcom County Fire Protections District 4, Proposition No. 2013-1, Emergency Medical Services, Property Tax Levy, from the November 5, 2013 General Election.

The Lynden Tribune printed two articles about the commissioner candidate Dean Berkeley.

## **OLD BUSINESS**

Nothing at this time.

## **NEW BUSINESS**

### 2014 Board Meeting Calendar

January 15th at 12:00

February 12th at 12:00

March 20th at 19:00 at Station 61 in Blaine

April 16th at 12:00

May 13th at 12:00

June 11th at 12:00

July 16th at 12:00

August 13th at 12:00

September 20th (no time available at this moment)

October 14th at 12:00

November 13th at 12:00

December 11th at 12:00

### 2014 Retreat Date

September 20<sup>th</sup>

### 2014 Interlocal Agreement Meeting Date

March 20<sup>th</sup> at 19:00 at Station 61 in Blaine

Next Board Meeting: January 15th at 12:00 p.m.

The meeting was adjourned at 7:27 p.m.

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Mary Beth Neal, Commissioner

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Kris Parks, Board Secretary

## **Motions and Directives:**

### Resolution 2013-5: Property Tax Levy

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