

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

February 11, 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 12:47 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 12:05 p.m.

PUBLIC COMMENT

None

BOARD ACTION

Meeting Minutes

Approval of Minutes of the January 14, 2015 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 vouchers.

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

Commissioner Neal 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 January, the dollar loss activity and response times.

Personnel

Separations:

- Justin McGarvin, probationary firefighter with us since 8/1/14, reason for leaving, moving to Eastern Washington (Orville WA) with his family. Works for family business enjoyed his time here at North Whatcom, met some lifelong friends, no complaints.

Pension Refund Eligibility: William Bliss, with Dist. 4 for 13- years

Recognition: Josh Bavaro will be formally recognized for his five years of service to the department at the District 21 Board meeting to be held on Feb 19th 7:00 p.m. at Station 61 (Blaine).

FEMA Grant

Installation of the vehicle exhaust removal system has been completed at Station 61 (Blaine) which was part of our 2013 FEMA Grant Award. We will be asking FEMA to allow us the use of any remaining grant funds to 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 waiting for Prospect to finalize updating the FRL's with a couple of more departments in the county before implementation. 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.

Email backup and archiving

The equipment and software that will be used to back up our emails is now installed at Tech Help's facility. As you are aware 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. 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 March.

Operations Division Report

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

<u>January Crew Activities</u>	<u>January Meetings Attended</u>	<u>Projects</u>
Rescue 42 Strut Training	Burn Tower	Payroll/Timesheets
Volunteer Training	Payroll process	Overtime management
Annual SCBA Fit testing	County Fire Chiefs	NWRC revised report
EMS Training	Border Fire Chiefs	Equipment In-service
CPR Training	Contract Negotiations	Annual Ops report
Girl Scout first aid class	Labor / Management	L&I claims management
FF Survival Training	Chief Laskey Seminar	Multiple Ops Directives

Calls of Interest

1/24/15: E12, T12, E21, C7103, BC76, E69 responded to 3525 Y Road for a reported structure fire. Crews arrived on scene to find a 60 X 40 pole barn with metal siding fully involved with fire. The crews performed in defensive mode until the main body of fire was knocked down. Crews performed extensive overhaul as the building was full of old property including several vehicles and a fifth wheel trailer. The owner was out of state and stated that he had a renter living in the barn. No victims were found and the fire investigator has yet to determine cause.

1/20/15: Ladder 63 was dispatched to 7957 Carson in Blaine for an unknown water leak problem. Upon arrival found the resident trying to stop a bathroom under counter sink water leak with her hands (cold water valve broken under bathroom sink). She stated that she did not know where the water shut off was located. Crew found the shut off in the front yard road side. Water shut down to the residence. Crew assisted home owners with the removal of their furniture from the water damaged bedroom. There was an estimated \$500 worth of damage.

Training Division Report

Captain Noonchester presented the training division report.

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

North Whatcom's firefighters have completed 805 hours of training for the month of January. These crews have been involved in all types of training including suppression, EMS and task oriented events like vehicle stabilization and ground ladders. Great work this month on the concentrated effort put forth by our firefighters.

David Comp continues to work hard as our probationary firefighter and has recently been working with the crews at station 63 on various skills including operation of ladder-63.

Early each year, The East County EMT School holds a full EMT program. This year we have two new volunteers attending. They are Travis Tallquist and Christopher Faber. Both have been studying very hard to gain valuable knowledge and skills necessary to be a frontline firefighter. They will graduate within the next few months.

NWFR has put into service two new sets of strut stabilization kits. These kits will help equip engines 61 and 63 with quality tools necessary to secure unstable vehicles during patient removal from damaged vehicles. The crews have completed the required training for these new struts and are ready to put them to use.

Outstanding effort in January with the most training hours:
FF Stefen Paige and FF Thomas McAuliffe

Chief Anderson and Captain Noonchester stated that the department has good relationships with local business like Gundies and Berks and informed that they help with setting up vehicles for training.

Technical Services & Maintenance Division Report

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

Semiahmoo Marina has installed all the required fire standpipes throughout their docks. Thru the process they have discovered other issues with their main water supply lines. As of this date they have begun the process of replacing all their water mains. Once all work is complete they will begin the testing process.

TRC related meetings this month, one for Cascade Natural Gas Company for a pressure regulator building - Britton Loop, and one for the proposed Guru Nanak Temple expansion near Pole Rd and the Guide Meridian. Also there were two other short plat applications.

Inspections completed by occupancy report:

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

Apparatus

A-63 has had all the warranty engine work completed by the Ford dealer. While the engine was removed from the vehicle we also had other parts replaced including the fuel injectors.

T-63: Shop discovered water in the oil during regular maintenance; a coolant leak was traced back to the right head. Both heads have been removed and sent in for rebuilding (approx. two weeks). Also once the heads were removed we discovered one piston that was damaged from the leak. The piston and the sleeve will also be replaced. Estimated down time is two to three weeks.

A-69 required replacement of the emergency brake shoes during regular maintenance inspection.

All lawn equipment including mowers, weed trimmers, blowers etc. are all currently getting their annual service thru the shop.

Facilities

Station 61 (Blaine): All work is complete on the exhaust system. We are now working on an amendment to our AFG grant and applying for the balance of the grant funds to install an exhaust system for station 68 (Enterprise).

Station 69 (Laurel): The new air compressor for the apparatus bay has been installed and the project is complete.

Station 12 (Britton Loop): Currently we are exploring options with the burn tower control system. The hope is to find an operating system that will be more dependable and will require a minimum amount of maintenance.

Station 62 (Semiahmoo): It was reported that there is a small water leak in the apparatus bay during heavy rain. We have experienced this same situation before and will work with our crews to locate the issue.

Station 64 (Custer): Reported some missing roof materials on monthly inspection. A local roofing company has made temporary repairs however we are being informed that the roof has some rot and that the building is due for a new roof.

IT

We are continuing the process of upgrading our computer work stations as time and budget allow.

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

The Chair called for a 6 minute recess from 1:00 p.m. to 1:06 p.m. and for an executive session at 1:06 p.m. for 42 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 1:48 p.m.

The meeting was adjourned at 1:48 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Meeting Minutes

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