

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

April 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 and Harry Andrews; Fire Chief Ron Anderson, Board Secretary Kris Parks, Division Chief Henry Hollander and Captain Joe Noonchester. Commissioner Ness attended the meeting at 12:25 p.m. via Skype.

Commissioner Andrews called the meeting to order at 12:06 p.m.

PUBLIC COMMENT

None

BOARD ACTION

Meeting Minutes

Approval of Minutes of the March 11, 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 March, the dollar loss activity and response times.

Personnel

Separations:

- Full-time F.F. David (D.J.) Neyens with the Dept. since July of 2011. Hired by Everett Fire Dept.
- Full-time F.F. Joel Sellinger with the Dept. since March of 2012. Hired by Everett Fire Dept.

Recognitions:

- Lieutenant Doug Clark serving the department as a career firefighter from April 2007 thru March 2015
- Juan Ocegueda 6-years of service as a volunteer firefighter with District 4 and NWFR

Promotions:

- Tony Esser promoted to Shift Lieutenant

FEMA Grant

We are still awaiting approval from FEMA to allow us to use any remaining grant funds to install a vehicle exhaust system at Station 68.

Cell Tower Proposal

We were recently contacted by a gentleman representing an investment company who would be interested in purchasing the Cell Tower Lease from us. If the Board is interested in selling the Tower Lease we can arrange to have him give a presentation at a future board meeting for consideration.

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. The proposed changes to the FRL's have resulted in a major rebuild of our FRL lists at prospect thus pushing the targeted implementation date back to sometime in June.

Email backup and archiving

The email migration project is now complete with only a few hiccups and some more gray hairs along the way. I am also happy to report that we have been contacted by Fire District 8 who now wants to partner with us in sharing the costs of the archiving equipment and software so that they can back-up their emails.

City of Bellingham (Proposed Annexation)

The City of Bellingham has notified the District that they are moving forward with their plans to annex 163.5 acres of property that is currently in Fire District 4's area. The property is generally located between E. Bakerview Rd. Dewey Rd. and Mt. Baker Highway encompassing the Trickle Creek Subdivision and a few properties located along Mt. Baker Highway. The Assessed Value of the properties in this area is approximately \$21,000,000. This annexation appears to be the same property that the City was planning to annex back in 2009 but for whatever reason decided not to annex it at that time. In reviewing the Inter-local agreement signed back in 1997 when the City annexes 60% of the District's assessed valuation they would be required to take the entire district. As it currently stands Bellingham has only annexed approximately \$363 million of the District's \$1.2 Billion total assessed value since 1994 which is only around 29% of the total value. At this rate it will be roughly another 20 years before we even get close to the 60% as outlined in the Inter-local agreement.

Chief Anderson asked for direction from the Board regarding the 2009 agreement. The Board directed the Chief to set up a meeting with the Fire Chief of the Bellingham Fire Department to discuss the 2009 agreement and an auto-aid agreement.

Operations Division Report

Chief Anderson provided information on the operations division report which included the department time-off statistics, March staffing, overtime hours and volunteer shift hours for March and information on:

March Crew Activities

Diversity Training
Volunteer Training
Tender Operations
EMS Training
Volunteer Mask Fit Testing
Vehicle Driving Rodeo
Apparatus/Hall Maintenance
Personal Protective Gear Insp.

March Meetings Attended

Jasmine Fire PIR
Communication Seminar
Board Meetings
County Ops
Personnel Meeting
Labor / Management
Officer Meeting
Professional Standards

Operations Projects

MCS Development
Air Monitor Equipment
Operational Directives
Light Duty Personnel
Personnel Management
Life Safety Rope
Annual Appraisals
Narcan Administration

Calls of Interest

March 4, 10:16 NWFR and LFD units responded to a two story residential structure fire. This was a two story log home with walk in basement. The first unit on scene reported a fully involved building and that they were pulling attack lines in the defensive strategy. It took crews one hour to bring the fire under control and begin overhaul. Although the fire caused a total loss of the building some valuables were salvaged during fire operations. There were no injuries reported. The fire investigator indicated that the fire began in the kitchen area and was most likely electrical in nature. Units on scene: E75, E69, E61, E45, E81, B76, C71, C7103, TR63, T68, T6802, Rehab 43, Air 43.

March 4, 17:03 A12, E12, and M2 were dispatched to 4408 Y Rd for a male that was trapped under a tree. The man was cutting the tree down when it fell on him trapping his leg. The patient's wife found him an hour later after hearing his calls for help. Upon arrival the patient was down a steep embankment. Bellingham L6 was added to the call for manpower. E12 made access to the patient and began to remove the tree from the patient and stabilized the scene. M2 and L6 assisted with patient care and removal. L6 and B1 assisted with the removal of the patient from the embankment. M2 transported the patient to the hospital with a possible broken ankle.

Training Division Report

Captain Noonchester presented the training division report.

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

As always, the firefighters were very busy training during the month of March. Between the career staff and volunteers, they recorded 1071 hours. Great work by all.

As the weather changes and gets warmer, the crews move outside and perform more engine drills like hose handling, vehicle extrication and driver qualifications. The American Legion across from station 63 has been accommodating and is allowing the department to use the back portion of their parking lot to practice driving around cones as part of the State Chief's EVIP course.

Also in March, many outside agencies have begun their fair weather drills at station 12. Among these are the City of Bellingham, South Whatcom Fire Authority and Whatcom Fire District 8. Point Roberts also frequents our facility at least quarterly if not more.

The monthly meetings/training sessions with the neighbors in British Columbia are moving along very well. Many topics are discussed during these events, but the main emphasis is learning how the department can better serve our communities by sharing resources across the border. Both sides have been more than willing to cooperate and look forward to building even better relationships in the future.

Outstanding effort in training for March goes to:

FF Blake Scott and FF Jeff Haley

Technical Services & Maintenance Division Report

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

Semiahmoo Marina has completed all required work to come into compliance with the 2012 International Fire Code. The Fire District has been working with the management of the marina since February of 2014 to bring their facility up to code. It has taken approximately 14 months to complete the necessary work. I would like to thank the Semiahmoo Marina staff and management for their support in bringing their facility into compliance.

The Fire District has joined Whatcom County in opposition to the permanent closure of Valley View Rd. at the railroad tracks between Creasey and Arnie Rd. There will be a hearing by the (Federal) Utilities and Transportation Committee to review BNSF's request. At this point we are waiting on information as to when the hearing will take place.

The County Planning Department has requested that we continue to work with them on a draft CFP (Capital Facility Plan). We have requested that the County Planning Department make a short presentation at our May board meeting to give the board an update on the project and answer any questions.

There were numerous TRC (Technical Review Committee) meetings this month: American Fisheries, Grace Harbor Farms, Rover Stay Over, Duty Free America, Blaine Boys and Girls Club, Smith Ridge Estates...

Inspections completed by occupancy report:

There were a total of 3 inspections completed for the Month of March.

Apparatus

The donated ambulance has been registered to the district. We also have replaced the old BP logos with new NWFRS logos as required by BP.

The shop has removed the Fire-com intercom from one of our reserve engines AP501 and installed it in one of our first out engines AP517 (E12). The old intercom headset was no longer repairable and would have required purchasing a new one costing approximately \$4000.00. The same apparatus was found to have cracks in the rotors requiring a brake job.

Facilities

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 63 (Birch Bay): With the assistance of our crews at Station 63 we have replaced the worn out stove and separate oven with a new stove/oven.

Station 64 (Custer): We are still collecting bids for a new roof on the Custer Station.

Station 68 (Delta): We have received our EHP (Environmental Planning and Historic Preservation Program) approval for the installation of a new exhaust system for Station 68. We have not received a response from FEMA yet for our grant amendment request.

IT

The e-mail migration project is proceeding along at a little slower speed than was predicted. As of this date, all but 12 accounts are now complete. There are a few issues that have surfaced with regards to documents, groups and calendars that will take a little longer to resolve.

The Board decided to purchase laptops for district business. D.C. Hollander will continue to research pricing for the fire commissioner laptops.

Division Chief Hollander informed that 12 windows need to get replaced at station 12. The cost for the window replacement is between \$1,500 and \$2,000. The Board approved the purchase and replacement of the windows. Commissioner Ness made a motion to replace the windows at station 12. Commissioner Andrews seconded; motion passed.

CORRESPONDENCE

The Board reviewed a letter from Whatcom County Fire District # 7.

OLD BUSINESS

The update on annexations was given in the chief's report.

NEW BUSINESS

General Election

Chief Anderson provided info on the 2015 General Election. He suggested that District # 4 and NWFR do not merge in 2016. The focus in the general election will be on the new Whatcom County Jail and next year the focus will be on EMS funding. The Chief provided further information on the EMS levies. It will be more beneficial to both districts to continue with the current consolidation of both departments.

July Meeting

The July board meeting is scheduled for July 15th at 12:00 p.m.

Next Board Meeting: May 12th at 12:00 p.m.

There was no Executive Session called by the Chair.

The meeting was adjourned at 2:03 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Meeting Minutes

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Annexation

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Commissioner Laptops

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Station 12 Windows

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