

Whatcom County Fire District 4
Meeting Minutes of the Board of Commissioners
May 11, 2016

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; Board Secretary Kris Parks, Chief Pernet and Division Chief Henry Hollander. Commissioner Steve Ness was excused.

Commissioner Andrews called the meeting to order at 12:05 p.m.

PUBLIC HEARING – Mitigation and Capital Facilities Plan Update

The Chair opened the public hearing for the mitigation and capital facilities plan update at 12:05 p.m. and asked for public comment.

PUBLIC COMMENT

None

Chief Pernet and Division Chief Hollander informed about the plans that need to get updated. The documents have been handed to the Board previously for review.

BOARD ACTION

Mitigation and Capital Facilities Plan Update

Commissioner Andrews moved to approve the mitigation and capital facilities plan update. Commissioner Neal seconded; motion passed.

The public hearing adjourned at 12:21 p.m. and the regular board meeting opened at 12:21 p.m.

PUBLIC COMMENT

None

BOARD ACTION

Meeting Minutes

Approval of Minutes of the April 13, 2016 Meeting

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

Meeting Minutes

Approval of Minutes of the April 21, 2016 Meeting

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

MONTHLY REPORTS

Finance

Chief Pernet provided information on the financial statements and on the payroll and expense 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 Pernet provided information on the chief's report which included the response activity from April, the dollar loss activity and response times.

Donald Trump Event

On May 7 Donald Trump came to Lynden to have a rally on very short notice. Whatcom county law enforcement and fire agencies came together with federal and state agencies to formulate a plan to protect the public safety of the residents. The Chief was proud to say that NWFR played a primary role in helping to cover the event at the fairgrounds and everything went very smoothly.

Recruits

The recruits started the academy on April 28. They are doing well and learning new skills. The Chief will keep the Board updated on their progress.

EMS Levy

The county council will be voting on May 17 on whether or not to put the EMS levy on the November ballot. The department has received a letter of intent with moving forward on an Inter-local agreement with the county to mitigate lost revenues to D4.

Meetings Attended

Monthly County Operations Meeting
Monthly County Chief's Meeting
Birch Bay Chamber Meeting
Monthly Officer Meeting
Monthly Labor / Management Meeting
Coffee with the Chief

Chairman Andrews called for a 10 minute break from 1:00 p.m. to 1:10 p.m.

Operations Division Report

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

Crew Activities

Quarterly Training
Volunteer Training
Medical Physicals
Blood Pressure Checks
Save your own Training
Business Inspections

Operations Projects

Ladder and Hose Testing Prep
Safety Committee
Extrication Equipment In-Service
Rescue Rope In-Service
Annual Appraisals
Fitness Testing

Calls of Interest

April 2, 2016: Crews responded to a reported kitchen fire on Henley road. E63 upon arrival found that a pot on the stove had caught fire and when the residents tried to extinguish it grease spilled onto the wall catching it on fire. A fire extinguisher was used to put out the fire. Crews assisted with smoke removal from the home.

April 7, 2016: Crews from E12 and E69, along with B76 responded to Kelly road for a reported pump house fire. Upon arrival E12 initiated command and pulled a hose line extinguishing the fire. The pump house was destroyed. There was no obvious cause.

April 8, 2016: Crews responded to H Street road in Blaine for a reported boat fire. E61, B76, T63, and E6102 assisted in putting the fire out. The boat was on a trailer and was about 30 feet long and fully involved with fire when the first unit arrived. A fire investigator was contacted and at this time the cause of the fire is still under investigation.

April 10, 2016: Crews responded to Blaine road for a reported camper on fire in the woods. E61 arrived on scene and reported a travel trailer fully involved with fire and a shed and camper shell also affected by flames. One resident of the trailer was displaced. The resident was using a propane heater and it caught a blanket on fire which awoke her and she just escaped before the trailer became well involved.

Training Division Report

Chief Pernet presented the training division report.

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

North Whatcom's firefighters/EMTs have completed 486 hours of training for the month of April. The crews all spent ample time meeting their daily training requirements. The 2nd quarter requirements were issued and many firefighters have begun working on topics like; airway management, hose drills and other crew specific skills.

Last year was unusually warm and dry which contributed to many grass fires around our district. This year, the emphasis for this spring is to be better prepared by training on urban interface safety and fire suppression. The department can see fires spread along the ground which may endanger dwellings and other types of property. The crews are training to be ready for these instances.

Kaleb Bruch has begun his delivery of firefighter survival evolutions. He has developed several great methods of safety for the firefighters in the event they need to escape a bad environment.

Finally, the newest recruit firefighters have begun their academy at The State Fire Training School. They are training from Monday through Thursday each week and will become certified as a firefighter I and II within the next few months.

Outstanding effort in April goes to:

- Firefighter Russ Briskin
- Volunteer Scott Wood

Technical Services & Maintenance Division Report

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

There were ten TRC meetings in April.

These technical review meetings were for a variety small subdivisions/lot splits, and smaller construction projects and a new school addition for Meridian School.

The Boards have each been provided with a draft copy of the proposed capital facility plan and updated mitigation plan. Staff recommended both Boards approve the plans.

The department has submitted the annual grant application to DNR for a 50/50 funds match for compressed foam. This year the department has requested 5 / 30 gallon drums of foam, approximately a one year usage.

Inspections completed by occupancy report:

There were a total of 6 inspections completed for the month of April.
To date, for the year 2016, there have been 35 total occupancy inspections.

Apparatus

No significant issues to report this month. All maintenance is on schedule. The large passenger van was serviced and made ready to transport the five new recruits back and forth from the state academy, along with a full service on E-63 requiring the replacement of all six batteries.

Facilities

Station 68 has been having some issues with their station generator. The department has set up a temporary portable generator for the station to use until a long term solution is found.

It appears that Station 13 (Smith Rd.) will need some major roof repair or a total roof replacement. The department is working on getting three bids for the project. The department is also working on finding a vendor to make some immediate repairs.

Work is complete on the Station 72 (Northwood) septic system. Next up is the Station 69 (Laurel) inspection now required by the department of health.

Work is almost complete on the burn tower doors and the sliding gates for Station 12. The department is just waiting on parts to complete this project.

Chief Hollander is in the process of interviewing a few realtors and will then make a recommendation for the listing of the Custer Station.

IT

Visit our new and improved web site.
All NWFRS email accounts now have full disclosure language automatically added to their sent emails.
All of the districts MDC mobile computers have now been converted to Verizon Hotspots for better coverage.

OLD BUSINESS

Training Tower Doors/Gates

Chief Pernet informed that the department needs to add hardware to the doors and that the cost is estimated at \$300-\$400 per lock by Security Solution. The gates still need to get fixed. A gate company will install new key pads and make some repairs. The total estimate for all work is \$3,200.

Station 13 Roof

Division Chief Hollander will hire a roofing company to make small roof repairs.

The department will review some major roof repair or a total roof replacement for the 2017 budget.

NEW BUSINESS

Change of Board Meeting Dates

Chairman Andrews proposed to move the monthly board meeting to the second Tuesday of the month.

Commissioner Neal did not agree to the change. Chairman Andrews withdrew his proposal. No changes are voted on.

ANNOUNCEMENTS

Next Board Meeting: June 8th at 12:00 p.m.

Division Chief Hollander handed out a proposal on a new park to the Board.

The meeting was adjourned at 1:47 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Mitigation and Capital Facilities Plan Update

Commissioner Andrews moved to approve the mitigation and capital facilities plan update.
Commissioner Neal seconded; motion passed.

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