

# Whatcom County Fire District 4

## Meeting Minutes of the Board of Commissioners

### August 14, 2013

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, Division Chief John Swobody and Captain Noonchester. Commissioner Steve Ness was excused due to his work schedule.

Commissioner Neal called the meeting to order at 12:00 p.m.

#### **PUBLIC COMMENT**

None

#### **BOARD ACTION**

##### Meeting Minutes

Approval of Minutes of the July 17, 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 vouchers.

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

Commissioner Andrews seconded; motion passed.

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

Commissioner Andrews seconded; motion passed.

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 July, the dollar loss activity, response times and personnel updates.

Lieutenant Promotion: Badge Pinning of Adam Smith by his wife Jaime at the NWFR board meeting on August 15<sup>th</sup> at Station 61 in Blaine.

## **Sharing of Volunteers with the City of Lynden**

The automatic first response and mutual aid agreement between the City of Lynden and North Whatcom Fire and Rescue is in effect and working well. In addition we have been working with Lynden Fire Dept. in an effort to share volunteers who may be interested in working for both departments. On July 25<sup>th</sup> we held a meeting with 6-7 perspective volunteers to discuss our vision of having them respond from Station 72 (Northwood) to support both Lynden and North Whatcom as needed. They all seemed very excited about the possibility and were anxious to get started. We are now in the process of signing them up with both departments and will begin joint training in the near future.

## **Whatcom County EMS Update**

On July 23<sup>rd</sup> the County Council heard yet another proposal from County Executive Jack Louws recommending changes to the Medic 1 program beginning in 2014 to reduce the number of ALS Aid Units to four (4) with one (1) coming from Fire District 7 and the other three (3) from the City of Bellingham. He also recommended keeping the Medic 6 unit in place for the next two (2) years until a more permanent solution is found for the Medic One Funding issues. This recommendation was supported by Mayor Kelli Linville, after some discussion the County Council voted in favor of the proposal.

## **EMS Levy Committee**

The Election Committee met again on Wednesday August 7<sup>th</sup> to continue their work on the upcoming District 4 EMS Levy Election. While this month's meeting was not as well attended as last months it was very productive. The resolution has been formally adopted by the District Commissioners and sent to the County. A Pro Committee was appointed and the statement of support will be forwarded to the County prior to August 12<sup>th</sup>. The committees are; Public Relations/Community Events, Print Media, Electronic Media, Door Knockers, Yard Signs, Voter Calling. Individuals interested in helping out were encouraged to contact the various committee contacts in the area they were willing to assist. Committee members include: Commissioner Steve Ness, Chief Ron Anderson, Mark Chamberlain, Leslee Smith, Jason Vanderveen, Larry Johnston, Jerilyn Klix, Blake Scott and Leslie Pederson. The next meeting of the Committee will be Sept 9<sup>th</sup> at 5:30 p.m. Station 12.

## **Operations Division Report**

Division Chief Swobody provided information on the operations division report which included the department staffing, time-off statistics and the fire incidents for July.

## **Lieutenant Promotion**

After completing our Officer promotional process Chief Anderson offered the open C-Shift Lieutenant position to firefighter Adam Smith. Adam has accepted the position and started his new assignment as a Company Officer at station 61 on August 1<sup>st</sup>.

Four firefighters accepted acting officer assignments (A-shift Stefen Paige, B-shift John Geleynse, C-shift Tony Esser and D-shift Russ Briskin). Acting officers fill in as an officer when one of the regular officers is off shift on vacation or sick leave.

## **Shift Reassignment**

Starting August 1<sup>st</sup> some firefighters were assigned to different shifts. The movement of personnel was to have an acting officer on each shift and to move some firefighters to different shift officers to be under different styles of supervision.

## **Threshing Bee Tractor Show**

July 31 – August 3 North Whatcom Fire and Rescue volunteer and career members support this event with EMS and fire personnel. This event is a national show that brings in approximately 5000 people to the event.

## **Light Duty Assignment**

Lt. Joel Nielsen has been reassigned to a light duty work schedule due to medical reasons. Joel is working a nine hour work schedule Monday-Friday. At this time we do not know how long he will be on a light duty assignment. Joel is working with multiple doctors to determine what medical options will work best for him.

## Training Division Report

Captain Noonchester presented the training division report.

The report included the staff productivity, the crew training, the new volunteers and the driver/operators advanced pump operations with Mark Vinup.

## Technical Services & Maintenance Division Report

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

## **Fire Marshal**

The Blaine School District project for the remodel of the Life Skills Classrooms in both the High and Middle School along with the modernization of the science classrooms is running on schedule.

We have responded to the latest proposal from the Semiahmoo Marina regarding their fire suppression issues. It continues to be the Fire Districts position that they will need to provide a Class I standpipe system in accordance with NFPA 303.

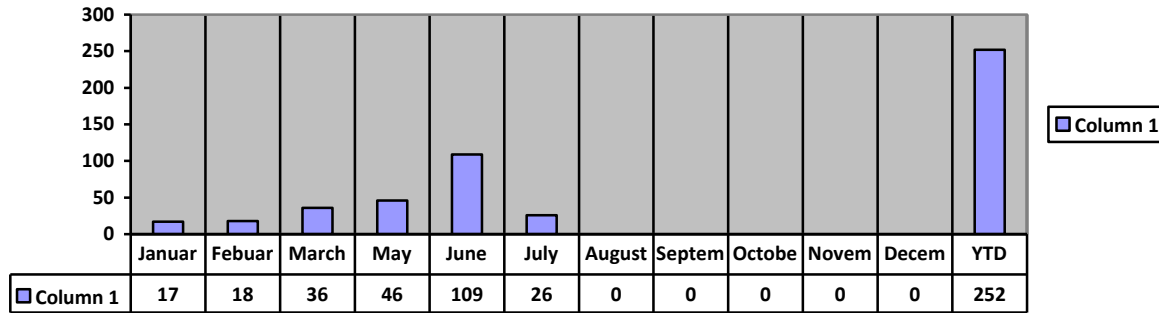
We are meeting with the staff of the Semiahmoo Hotel regarding fire safety issues and the reopening of the hotel. They are hoping for an August 15 opening.

The Eco-Log project at Semiahmoo Station 62 is moving along, they have completed the select clearing and are now working thru the chipping and clean up phase.

On August 7 we had a very successful presentation regarding our Engine Company Inspection Program (ECIP) at the Blaine Chamber of Commerce meeting.

The Rite-Aid project is also proceeding on schedule.

ECIP inspection completed by occupancy report:



**Apparatus**

AP504 / E62 oil test came back with water in the oil. The apparatus head gasket was replaced and the apparatus is back in service.

AP010 / C-71 Air condition failed. We discovered a full loss of refrigerant; the unit was sent to Diehl Ford and repaired.

Pump testing of all fire apparatus is complete with one unit failing (AP202) the 1971 Ford Pierce. There are currently no longer any parts available for the gasoline engine. We are looking at the option of a replacement engine.

AP503 / E-61 had the PTO repaired under warranty.

AP517 2007 Pierce, we have submitted all the documentation for the refinance.

**Facilities**

The domestic water line at station 68 Delta has been connected to the new Ebe Farm water line as proposed. The water quality is substantially better. There are a few housekeeping issues to finish in the next few weeks.

Station 69 Laurel relocation project is almost complete with a few small issues to resolve.

Semiahmoo Resort Association (SRA) has moved into Semiahmoo Station 62. We have been working thru a handful of minor issues with them as they continue their relocation project.

The Sheriff’s department is now moved and located at Lynden Station 71.

All NWFR facilities have had their combination locks changed for security reasons. Please contact me personally for the new code.

The Burn Tower has developed an issue with the liquid propane modulating valve. The valve is currently obsolete; we are looking at options for long term repair.

Station 63 Birch Bay has completed the repairs of the catch basins.

## **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. There is nothing new to report on this issue.

The department participated again at the annual Camp Horizon, which was a great success.

## **OLD BUSINESS**

### Arrow Construction Update:

The Board decided to start collecting \$500 per month from Arrow Construction.

### EMS Levy

Commissioner Neal moved to approve the motion for the Board of Commissioners to support the EMS Levy. Commissioner Andrews seconded; motion passed.

## **NEW BUSINESS**

### Resolution 2013-4

Commissioner Andrews moved to approve the Resolution 2013-4, Refinance of the ballon payment for the 2006 Darley; Commissioner Neal seconded; motion passed.

### Refinance Agreement

Commissioner Andrews moved to approve the Refinance Agreement with Oshkosh Capital over a five (5) year term and authorizing the Chairperson to sign the agreement. Commissioner Neal seconded; motion passed.

### S.A.F.E.R. Grant

Chief Anderson provided the Board with information on the S.A.F.E.R. Grant that is available this year. The Chief is preparing to apply for a grant that would cover 100% of salaries and benefits for four firefighters for two years.

Next Board Meeting: September 17, 2013 at 12:00 p.m.

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

---

Mary Beth Neal, Commissioner

---

Kris Parks, Board Secretary

## **Motions and Directives:**

### Meeting Minutes

Approval of Minutes of the July 17, 2013 Regular Meeting.

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

### Finance

Approval of the expense voucher: Commissioner Neal moved to approve the expense voucher. Commissioner Andrews seconded; motion passed.

Approval of the capital voucher: Commissioner Neal moved to approve the capital voucher. Commissioner Andrews seconded; motion passed.

Approval of the payroll voucher: Commissioner Neal moved to approve the payroll voucher. Commissioner Andrews seconded; motion passed.

### Arrow Construction Update

The Board decided to start collecting \$500 per month from Arrow Construction.

### EMS Levy

Commissioner Neal moved to approve the motion for the Board of Commissioners to support the EMS Levy. Commissioner Andrews seconded; motion passed.

### Resolution 2013-4

Commissioner Andrews moved to approve the Resolution 2013-4, Refinance of the balloon payment for the 2006 Darley; Commissioner Neal seconded; motion passed.

### Refinance Agreement

Commissioner Andrews moved to approve the Refinance Agreement with Oshkosh Capital over a five (5) year term and authorizing the Chairperson to sign the agreement. Commissioner Neal seconded; motion passed.