

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

July 16, 2014

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 Bill Pernet and Captain Joe Noonchester. Commissioner Steve Ness attended the meeting by Skype.

Commissioner Andrews called the meeting to order at 12:03 p.m.

PUBLIC COMMENT

None

BOARD ACTION

Meeting Minutes

Approval of Minutes of the June 11, 2014 Regular Meeting.

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

MONTHLY REPORTS

Finance

Chief Anderson provided information on the financial statements and the vouchers.

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

Commissioner Neal seconded; motion passed.

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

Commissioner Neal seconded; motion passed.

Chief's Report

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

Personnel

There are no volunteer separations to report this month.

FEMA Grant

No new information to report on the Fire Act Grant requesting funding for a vehicle exhaust system for Station 63 and upgrades to Station 61. The district also requested funding for 2-bunker gear extractors (heavy-duty washing machines) and drying racks.

Sale of Custer Fire Station

The Custer Station listing expired in June. Several of the Commissioners have mentioned the possibility of leasing the station. This will be discussed as a possible action item on the regular agenda. The department's realtor Jeff Johnson wanted to convey to the Commissioners that he fully understands and respects the Board's reservations about extending the listing at this time and wanted to express what a pleasure it was working with the department.

Volunteer Recruitment

The department continues the efforts through the County's Fall Academy to increase the size of the volunteer firefighter pool. As many are aware it is critical that the department maintain at least six (6) active volunteers on the roster at each of the volunteer stations to receive credit from the Survey & Rating Bureau. These volunteers must live within five (5) miles of their assigned station and meet the department's requirements for training and incident responses. The department is in the process of assessing where all of the current volunteers live and developing a plan to get as many of the stations as possible up and running to respond to incidents in their areas. This will take time and will be a continuing topic of discussion at the annual retreat in September.

Cross Border Collaboration Efforts

Chief Anderson met with Kent Gatlin from the Whatcom County Division of Emergency Management (DEM) about the possibility of setting up a meeting with the Border Patrol, US Customs and the district's counterparts in Canada to see what can be done to cut red tape in getting resources back and forth across the border in times of emergency. Commissioner Berkeley has provided the Chief with contact names and phone numbers for the Fire Chief's from Canada in the area and the Chief will be reaching out to them prior to the meeting which Mr. Gatlin is working on to set up just for the Chief to introduce himself and get to know them on a one-on-one basis.

Operations Division Report

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

Safety Committee

The District Safety Committee will be meeting again on a quarterly basis to review safety issues and make recommendations on risk management and accident reduction.

Significant Fires

- June 6 – At 05:44 NWFR units were dispatched to a reported vehicle fire at 1300 Summerset Court. E12 arrived to find a truck in the driveway with the cab and engine compartment fully involved and exposures to the garage. E12 pulled the attack line from the front bumper and extinguished the fire; exposure was mitigated by extinguishment of the fire to the truck.
- June 7 – At 10:11 NWFR units were dispatched to a reported shed fire at 4324 Bridger Road in Blaine. This was an approximately 20' X 30' shop. Engine 63 first on scene reported heavy smoke from three sides and a working incident. Engine 61 and Ferndale Engine 41 also responded. The fire was extinguished and crews were able to salvage some glassware for the owner.
- June 14 – At 23:45 NWFR units were dispatched to 3324 Agate Bay Ln. This was a fully involved mobile home fire. Station 12, Station 69, BC 76, CH 71, several tenders from 12, 68, 65, and mutual aid from South Whatcom and District 7 were dispatched.

Division Chief Pernet also provided the Board with information on the fire on 7/14/14 at Mt. Baker Hwy.

Training Division Report

Captain Noonchester presented the training division report.

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

The joint firefighter academy class is coming to a close and has been quite an experience for all. Twelve young men from the northern region of the fire district and The City of Lynden, came together to form a solid group of eager new volunteer firefighters. They just recently underwent a grueling day of testing put on by Washington State at station 12. They all did very well. The department will be continuing their education with hazardous material and driver's training in the weeks to come. Please join the department members, recruits and their families on Friday July 18th at 6pm at station 12 for a graduation ceremony held in their honor. Personal thanks go to all who assisted during the academy. Without the support of the City of Lynden, the chief officers, line staff and the front office, it would not have been possible. Also, Captain Noonchester took the time to express his appreciation to Kelly Freeman for her hard work and dedication in keeping the staff fit. Thank you Kelly, great job!

The data entry position for the training department will be filled again on a part-time basis.

Technical Services & Maintenance Division Report

Chief Anderson presented the technical services & maintenance division report.

Semiahmoo Marina has submitted their engineered plans for a building permit to the City of Blaine. The city has sent the plans out for a third party review. The goal is to begin construction during the second week of September.

The department continues to work with Whatcom County on updating the 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 County is still waiting for their latest updated numbers for population and job projections.

The department has not had any updates this month for the proposed Lincoln Park Retirement Center.

The first retail Marijuana store opened on Tuesday July 8.

The department continues to attend TRC or Pre TRC meetings for both the City of Blaine and Whatcom County.

16 company inspections have been completed in June.

Correspondence

The department received a thank you letter from the Royal Family KIDS for the \$2000 donation thru the Haulin' Axe Run. Chief Anderson thanked Jerilyn Klix for organizing the event.

OLD BUSINESS

Nothing at this time.

NEW BUSINESS

September Board Meeting Date

The regular board meeting is scheduled for September 17th at 12:00 p.m.

Next Board Meeting: August 13th at 12:00 p.m.

The meeting was adjourned at 12:49 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Meeting Minutes

Approval of Minutes of the June 11, 2014 Regular Meeting.

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

Finance

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

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