

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

April 13, 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; Fire Chief William Pernet, Division Chief Henry Hollander, Captain Joe Noonchester and Board Secretary Kris Parks. Commissioner Steve Ness attended the meeting at 12:06 p.m.

Commissioner Andrews called the meeting to order at 12:01 p.m.

PUBLIC COMMENT

Mr. Helms and Mr. Chaudiere attended the meeting and made a public comment.

Mr. Helms voiced his concerns regarding fuel/brush during the dry months. He stated that there is a pretty high fuel built up since the past years. Mr. Chaudiere informed about the work of the Whatcom Conservation District. He introduced the Fire Wise program to the Board and the Chief. He stated that it is a voluntary tool to the community to create a system to reduce fuels. Chief Pernet stated that we encourage homeowners to take care of brush. Commissioner Andrews agreed to join a committee as a representative of the fire district should there be one formed.

Mr. Helms and Mr. Chaudiere left the meeting at 12:27 p.m.

BOARD ACTION

Meeting Minutes

Approval of Minutes of the March 9, 2016 Regular Meeting.

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

MONTHLY REPORTS

Finance

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

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

Commissioner Andrews seconded; motion passed.

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

Commissioner Andrews seconded; motion passed.

Chief's Report

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

Cascadia Rising

Week of June 6 Whatcom County will be participating in a disaster drill. This drill is based on a 9.0 earthquake hitting the west coast.

New Hire Process

The new recruits have completed the new hire orientation and will start the state fire academy on April 28. After graduation from the academy they will spend a few weeks of training here at NWFR before starting on shift.

Cross Border Group

The Cross Border Group meets quarterly and involves agencies from Fire, EMS, and Law Enforcement. The department continues to develop cross border relationships and is planning a future drill to take place on the border.

Meetings Attended

- Monthly County Operations Meeting
- Monthly County Chief's Meeting
- Automatic Aid Meeting
- Monthly Officer Meeting
- Monthly Labor / Management Meeting
- Coffee with the Chief

Operations Division Report

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

Crew Activities

- Quarterly Training
- Volunteer Training
- Medical Physicals
- Blood Pressure Checks
- Station Tours
- Business Inspections

Operations Projects

- New Hire Testing
- Safety Committee
- Burn Tower Testing
- Equipment In-Service
- Annual Appraisals
- Vacation Scheduling

Calls of Interest

March 2016: Crews responded on multiple days to numerous calls related to severe wind storms.

03/11/16 – B76, B75, E63, E61, T68, responded to a reported structure fire on Custer School Road. Units arrived on scene and reported the house full of smoke. Crews made entry and found a fire in the living room near the fire place and extinguished it. The fire is under investigation.

03/13/16 – B76, E61, E63, E69, E6102, T68, A63, responded to Cedar Street in Blaine for a reported structure fire. Units arrived on scene to find a small single family home with smoke coming from the roof. Crews battled an attic fire and that appeared to have started near the chimney area. This was a wind driven fire. The fire was extinguished and property salvaged. The fire displaced to adults and two children. The Red Cross offered assistance to the residents.

03/21/16 – E69 responded to area of Noon Road for a reported vehicle fire. Upon arrival E69 found a fully involved car fire. E69 extinguished the fire that appeared to have started in the engine compartment and spread to the rest of the car. There were no injuries.

Congratulations to Lt. Esser. He has successfully completed his probationary period as an officer.

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:

North Whatcom's firefighters/EMTs have completed 845 hours of training for the month of March. The crews all spent ample time meeting their daily training requirements. Our weather has been favorable allowing more outside evolutions at stations 12 and 63.

The department is in the final stages of preparation for incorporating two of our full-time members into the training division. Lieutenant Tony Esser has developed a tender drill in which all firefighters will participate. Since most of the district is without hydrants, tender operations are necessary. Tony has designed a well thought out exercise challenging the drivers to utilize their in house tenders more efficiently. Also, Firefighter Kaleb Bruch will be teaching a much needed survival drill which will be launched within a few weeks. Captain Noonchester thanked both for their hard work!

Entry Level Firefighter testing and interviewing is complete. The department is in the processing phase of getting these new members ready for the state academy which begins April 28th in North Bend. Congratulations to them all.

Captain Noonchester was proud to announce that the newly remodeled burn cell in the tower is ready for training. Several fires have been lit to "break-in" the room making it ready to use. Live fire evolutions will commence in April.

Outstanding effort in March goes to:

- Firefighter Danny Jensen
- Volunteer Firefighter Kailee Steele

Technical Services & Maintenance Division Report

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

There were eight TRC meetings in March:

Most of these technical review meetings were for small subdivisions / lot splits, and smaller construction projects.

The Boards have each been provided with a draft copy of our proposed capital facility plan and updated mitigation plan. We will address any issues or answer any questions between now and our May meeting. If both Boards approve the plans, we would ask that they adopt the documents at that time.

Inspections completed by occupancy report:

There were a total of 10 inspections completed for the month of March.

To date for the year 2016 there have been 29 total occupancy inspections.

Apparatus

Both Elliot and John attended an ASE class this month along with completing some ASE recertification requirements.

Facilities

Station 68 has been having some issues with their station generator. The department had it looked at by a factory representative and is waiting on some estimates for repairs. Early indication is that the generator may need to be replaced. Division Chief Hollander will share more information as it arrives.

There was a non-reported accident at station 13 (Smith Rd.) where a vehicle drove into the fence and station sign. The crews will be making the appropriate repairs. The department expects the station sign to be back up by the end of the week of April 15.

It appears that station 13 (Smith Rd.) will need some major roof repair or a total roof replacement. Division Chief Hollander is working on getting three bids for the project.

Progress continues on the Station 72 (Northwood) septic system. The department is still working on installing risers to the tanks to make it a less complicated task to perform for the new inspections required by the department of health.

Two new metal doors have been ordered to replace the broken ones on the burn tower. Once they have been installed we will install new door locks and rekey all the other existing doors. This will complete this project and provide for enhanced security.

IT

The big news for this month is the completion of the new and improved North Whatcom web site. This was not an easy task to complete. Special thanks to Jennie and the crews at TechHelp for completing it within budget and on schedule.

The department is also working on an email disclosure to be automatically added to all of our NWFRS emails. At this time the language has been developed and it will be installed on each department email account.

NEW BUSINESS

Doors for the Burn Tower

Chief Pernet informed the Board about the doors on the burn tower. The department needs to replace 2-3 doors and some locks re-keyed. The cost is \$500 per door. The staff will install them and purchase some parts for the keys.

Consolidation Information

Chief Pernet presented information on the District 4/District 21 consolidation. There will be a discussion at the combined meeting on April 21.

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

Announcements:

EMS Levy Meeting: April 20th

Combined Meeting: April 21st at 7:00 p.m. at Station 61

The meeting was adjourned at 1:45 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Meeting Minutes

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