

# Whatcom County Fire District 4

## Meeting Minutes of the Board of Commissioners

### October 16, 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, Harry Andrews and Steve Ness; Fire Chief Ron Anderson, Board Secretary Kris Parks, Division Chief Henry Hollander, Division Chief John Swobody and Captain Joe Noonchester.

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

#### **PUBLIC COMMENT**

None

#### **BOARD ACTION**

##### Meeting Minutes

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

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

Approval of Minutes of the September 17, 2013 Retreat.

Commissioner Andrews moved to approve the retreat 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 Ness 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 September, the dollar loss activity, response times and personnel updates.

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

Reports are coming back that the automatic first response and mutual aid agreement between the City of Lynden and North Whatcom Fire and Rescue may be revisited by the Lynden City Council in a few months. In the mean time we have been working with Lynden Fire Dept. in an effort to identify individuals who may be interested in volunteering for both departments as we move toward reopening Station 72 as a functioning station operated by volunteers. At this point all interested parties seem very

excited about the possibility of collaboration and are anxious to get started. We are in the process of signing them up with both departments and have begun joint training on Emergency Vehicle Driving and Tender Operations.

### **SAFER Grant**

The peer review screening of the 2013 SAFER grants has now been completed and it appears we are still in the running. On September 30<sup>th</sup> we were contacted by FEMA requesting additional information on our grant which was provided to them immediately. Unfortunately the government shutdown has furloughed the FEMA staff working on our application, so until the government resumes normal operations our grant will be on hold. Additionally, we submitted a request to FEMA to apply for the balance of funds available in our 2010 SAFER grant which total \$58,399 and have been approved. What this means is that additional revenue will be reflected in our fiscal year 2013 budget.

### **EMS Levy**

The EMS Levy Election is quickly approaching and with much work to do, the Levy Committee held its final meeting on October 7<sup>th</sup>. At the meeting volunteers were given a copy of the press release sent out to the media and provided with an overview of the facts surrounding the levy. Two Town Hall meetings have been scheduled for the evenings of Oct 17<sup>th</sup> and Oct 22<sup>nd</sup> both will be held at 7:00 p.m. at the Britton Loop Administration Building. An additional opportunity to have coffee with the Chief will be held on Saturday, Nov. 2<sup>nd</sup> at the same location from 8:30-10:30 a.m.

### Operations Division Report

Division Chief Swobody provided information on the operations division report which included the department staffing, time-off statistics for September and information on:

### **Volunteer Station Assignments**

Chief Swobody has been working on assigning each volunteer to a specific station. This will give us more opportunity to have volunteers respond from home to their assigned stations. This will produce additional information on which stations need more volunteers and enable the district to reassign some volunteers to a different station that may have minimal staffing.

### **Blaine Marina**

The operations and training divisions have been working with the Blaine Harbormaster on pre-fire planning and training. This has been a great relationship that has begun since the boat fire at the marina. We have been able to get our crews more familiar with the entire marina.

### **Bus Accident**

On October 3, NWFR was dispatched to a car vs. school bus crash on Blaine Rd. at Harborview. This was a significant incident with multiple agencies from the Blaine School District, State Patrol and Whatcom County Sheriff Department working well together. We will be conducting a Post Incident Analysis inviting the Blaine School District, State Patrol and Sheriff Department in the near future.

## **Fires**

- 09/04/2013 2700 BLK Dawn Lane. Motorcycle fire total loss.
- 09/14/2013 7400 BLK Seashell Way. Kitchen fire contained to cooking stove.
- 09/16/2013 9500 BLK Delta Line Road. Mobile Home fire. Contained to kitchen appliance, smoke damage to cabinets.
- 09/24/2013 200 BLK Marine Dr. 42' Boat Fire majority of the fire was contained to the stern.

## Training Division Report

Captain Noonchester presented the training division report.

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

This month, some of the firefighters engaged in live fire training at the Britton Loop Facility. During these evolutions they practiced various skills including “vent enter search”, aerial operations and multi-company operations (MCOs) with BFD and FD#8.

The MCO drills have been very beneficial in allowing our people to develop a better working relationship with our crew members as well as neighboring agencies. Our goal is to get better at larger emergencies and provide a more efficient way of serving the public.

With the change in weather the crews have also taken the opportunity to stay current with their EMS skills. They worked on their ongoing EMS Online training studying topics like CPR, soft tissue injuries and stroke emergencies. These sessions are a necessary part of their EMT certification.

The Whatcom County Recruit Academy is underway. The 36 recruits are 2 weeks into their firefighter training and so far doing well.

They began their initial SCBA confidence work, PPE donning and ropes/knots. Our six have been performing quite well on both their written exams as well as their hands on skills.

They will begin fire behavior training and learning what structural firefighting is all about.

## Technical Services & Maintenance Division Report

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

## **Fire Marshal**

We continue to work with the Semiahmoo Marina with the goal of providing an approved fire standpipe system.

The Rite-Aid project has been issued a TOP (temporary occupancy permit) so they can proceed with the delivery of inventory. As of this date they are estimating opening during the third week of November.

Northshore Corp has requested a mitigation agreement and it has been sent to them.

The City of Blaine Planning Commission is in the process of requesting text amendments that could possibly lead to the raising of the SEPA threshold for the city. The Fire District has submitted a

comment letter describing the possible impacts on our funding for any future growth. We are currently awaiting the commission's decision.

The Edaleen Dairy has requested permits to construct a new facility in the City of Blaine.

Engine Company Inspections have been completed in September.

### **Apparatus**

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 into options of a replacement engine.

AP205/Tender 65 is in the shop for a major engine overhaul. An oil analyses exposed excessive moisture in the oil. The leaks were discovered in the copper injector sleeves on both heads. Repairs include replacing both heads and head gaskets, along with the main engine bearings.

All apparatus have new insurance cards and all the old ones have been removed.

### **Facilities**

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. We have located some replacement parts and we are working with a vendor to upgrade the existing valve.

### **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. The City of Blaine has expressed an interest in sharing the cost of installing copper wire to the repeater structure. We will be working thru the next steps of facilitating this request.

### Correspondence

The department received a thank you letter from the Rome Grange # 226 in which Glenn Hawley thanked the department for helping with the Rome Grange Breakfast in October.

### **OLD BUSINESS**

#### Arrow Construction

Chief Anderson informed the Board that the district received the first payment from Arrow Construction.

Next Board Meeting: November 18, 2013 at 12:00 p.m.

The meeting was adjourned at 12:57 p.m.

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Mary Beth Neal, Commissioner

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Kris Parks, Board Secretary

## **Motions and Directives:**

### Meeting Minutes

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