

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

February 8, 2017

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 William Pernet, Assistant Chief Joe Noonchester, Division Chief Henry Hollander and Training Captain Kris Jorgensen. Commissioner Steve Ness was excused due to vacation.

Commissioner Andrews called the meeting to order at 12:02 p.m.

PUBLIC COMMENT

None

APPROVAL OF CONSENT AGENDA

1. Meeting Minutes
December 3, 2016 Budget Workshop/Special Board Meeting
January 11, 2017 Regular Board Meeting
2. Staff Reports - Chiefs / Operations / Training / Technical Support
3. Financial Report Vouchers / Payroll
District #4 Commissioners Direct Deposit Payroll \$208.00
District #4 Expense Voucher: \$2,574.22

The Board removed the January 11, 2017 meeting minutes from the consent agenda and added the minutes to the March consent agenda.

Commissioner Neal requested a correction to the December 3, 2016 meeting minutes. She stated that she attended the executive session.

The Board received clarification the following consent agenda items:

2. Chiefs Report

Training Captain Process and new Lieutenant Position

The Chief informed that the department completed the process for promotion of a new training captain. Three candidates were evaluated through an application and interview process. Lt. Kris Jorgensen was successful and has accepted the position. He started his new assignment on February 7, 2017.

As a result of the training captain promotion the department has promoted Stefen Paige to Lieutenant effective February 7, 2017. Stefen was number one on the Lieutenants list. Currently the department has three vacant firefighter positions. Some position will be filled depending on the contract negotiations. Management will meet with the union on February 10th, hopefully to be successful. The Chief will provide the Board with an update at the next board meeting.

Washington Survey & Ratings Bureau

WSRB visited the department February 6, 2017 to conduct a new evaluation of NWFR. WSRB decides the districts protection class based on capabilities in several functional areas including response, water supply, dispatch, inspections and public education, staffing, and equipment. The class number is used by insurance companies to decide rates for homeowners. The current protection class for NWFR is 5 and the City of Blaine is 4. The department is awaiting the results of the evaluation.

District 4 and 21 Financial Audit

The Washington State Auditor met with staff and commissioners on February 2, 2017 to discuss D4 and D21's two year audit. The Chief was happy to announce that both audits were free of any findings or managerial letters. The Chief thanked Kris Parks and Benita Williams for work well done.

2. Technical Support Report

IT

Division Chief Hollander informed that he ran data on the use of our website which is a new item on the report.

Commissioner Andrews moved to approve the consent agenda. Commissioner Neal seconded; motion passed.

OLD BUSINESS

EMS Levy – Interlocal Agreement

The Chief informed the Board that he met with the Assistant Whatcom County Executive and is making good progress on the interlocal agreement. The county provided the district with a draft agreement which was reviewed by legal counsel. District 4 will receive approximately \$117,080 in two equal installments, to be paid no later than May 1 and November 1. The agreement will be presented at the next board meeting.

NEW BUSINESS

Chief Pernet gave an update on the CAS insurance audit and handed the report to the Board.

ANNOUNCEMENTS

Next Board Meeting: March 8th - 12:00 p.m.

The joint board meeting is scheduled for April 20th at 7:00 p.m. at station 61 in Blaine.

The meeting was adjourned at 12:38 p.m.

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

Consent Agenda:

Commissioner Andrews moved to approve the consent agenda. Commissioner Neal seconded; motion passed.