

**Whatcom County Fire District #4  
via Zoom Meeting  
12:00 p.m.  
January 10, 2022  
Regular Board of Fire Commissioners Meeting**

**CALL TO ORDER**

Due to technical difficulties, Chairman Lann called the regular Whatcom County Fire District #4 Board of Fire Commissioners meeting for January 10, 2022, to order at 12:12 p.m. via Zoom Meeting.

**ROLL CALL**

Attendees: Chairman Mark Lann, Commissioner Steve Cooley; Fire Chief Jason Van der Veen; Division Chief Shaun Ward.

Chairman Lann welcomed Jennie Sand and thanked her for taking on the role of board secretary.

**PUBLIC COMMENT**

No public comment. Due to Governor Inslee's Proclamation 20-28, District 4 was prohibited from providing a location for the public to attend this meeting.

**APPROVAL OF CONSENT AGENDA**

1. Meeting Minutes
  - a) December 13, 2021 – joint
  - b) December 15, 2021 – regular
  - c) December 27, 2021 – special
2. Staff Reports – Chief / Operations / Training / Technical Support
3. Financial Report
4. Voucher / Payroll / Benefits
  - a) Direct Deposit Payroll: \$57,644.75
  - b) Monthly Expenditure Voucher: \$8,628.00

Commissioner Cooley pointed out an error in the December 15, 2021, regular board meeting minutes.

**MOTION:** Commissioner Cooley moved to approve the Consent Agenda after striking page five from the December 15, 2021, regular meeting minutes. The motion was seconded by Chairman Lann and approved 2-0.

The consent agenda was sent to the board members for review in advance of this meeting.

## **UNFINISHED BUSINESS**

**Interim Fire Commissioner:** There was discussion regarding the interim fire commissioner process and timeline. A draft advertisement and position announcement was included in the board packet.

An advertisement will be placed in the Bellingham Herald both in print and online. A notice will be placed on the website and other social media platforms. Inquires will be sent to Jennie Sand and forwarded to Commissioner Cooley as needed. Commissioner Cooley will work with Jennie Sand on this project.

**Resolution 2022-01 2022 Board Meeting Schedule:** The 2022 meeting dates were discussed during the December 15, 2021, regular meeting.

**MOTION:** Commissioner Cooley moved to approve Resolution 2022-01 2022 Board Meeting Schedule. The motion was seconded by Chairman Lann and approved 2-0.

## **NEW BUSINESS**

**Future Funding Joint Discussions:** Chairman Lann hopes to continue discussions with the District 21 Board regarding future Regional Fire Authority (RFA) and/or merger strategies and discussions. Chief Van der Veen noted that formal RFA discussions cannot commence until the third District 4 interim commissioner has been appointed.

In addition, Chief Van der Veen noted that guided joint meetings are expected to move forward in earnest sometime in February with the assistance of Consultant Karen Reed.

Chief Van der Veen will circulate comparable funding strategy articles as they are discovered. In the interim, fire commissioners were urged to research other similar fire districts with regards to funding difficulties.

**Britton Loop Station 12:** In light of the vacant administration building, Chairman Lann inquired if there were any issues with regards to building maintenance or access. Chief Van der Veen reported that there has been no issues and in fact during the latest snowstorm, the District 21 plowed both the staff and administrative parking lots. The crews will continue to keep the sidewalks clear as needed.

Chief Van der Veen noted that the custodial contract for weekly cleaning services has automatically updated for 2022. There have been no complaints regarding the service. The agreement will be revisited prior to the 2023 renewal deadline.

Chief Van der Veen noted that prior to hiring the service, the custodial duties were performed by the firefighters at Britton Loop Station 12 on a weekly basis.

Commissioner Cooley requested information regarding when Britton Loop Station 12 will be painted. Chief Van der Veen stated that it is expected that the painting will be completed in 2022.

The Board questioned if the District 21 administrative staff is considering moving back to Britton Loop Station 12. Chief Van der Veen noted that at this time the staff has no intention of relocating.

**Social Media Platforms:** Commissioner Cooley will take over keeping the district's website and next-door accounts updated with pertinent information.

**Board Officer Elections:** The Board completed their yearly officer elections.

**MOTION:** Commissioner Cooley moved to elect current Chairman Mark Lann as Board Chair. The motion was seconded by Chairman Lann and approved 2-0.

**MOTION:** Chairman Lann moved to elect Commissioner Steve Cooley as Vice-Chair. The motion was seconded by Commissioner Cooley and approved 2-0.

#### **CORRESPONDENCE**

- From District 4 Commissioner Mark Lann re: Resignation of temporary fire commissioner appointment. Elected as Commissioner position #1.

#### **ANNOUNCEMENT**

- **February Board Meeting Attendance Query:** All Commissioners present are expected to attend the February 14 meeting via Zoom Meeting.
- **Electronic Board Packets:** The Board agreed to only receive the monthly board packets electronically.
- **Monthly Invoices:** It was agreed that Chairman Lann will be able to review the monthly invoices prior to the meetings.

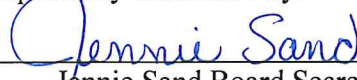
#### **AGENDA ITEMS FOR NEXT MEETING**

- Interim Fire Commissioner
- RFA / Merger Update
- Britton Loop Station 12 Maintenance

#### **ADJOURNMENT**

**MOTION:** There being no further business Chairman Lann moved to adjourn the meeting at 12:47 p.m. The motion was seconded by Vice-Chairman Cooley and approved 2-0.

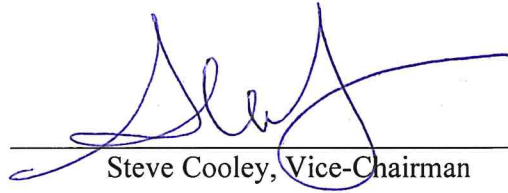
Respectfully Submitted by:

  
Jennie Sand Board Secretary

**ATTEST:**



Mark Lann, Chairman



Steve Cooley, Vice-Chairman



Jason Van der Veen, Fire Chief