

**Whatcom County Fire District #4
via Zoom Meeting
4142 Britton Loop, Bellingham, WA 98226
12:00 p.m.
February 13, 2023
Regular Board of Fire Commissioners Meeting**

CALL TO ORDER

Chairman Cooley called the regular Whatcom County Fire District #4 Board of Fire Commissioners meeting for February 13, 2023, to order at 12:00 p.m.

ROLL CALL

Attendees: Chairman Steve Cooley; Vice-Chairman Tim Johnson; Fire Commissioner Mark Lann; Fire Chief Jason Van der Veen; Division Chief Shaun Ward.

With the rescission of Proclamation 20-28, the district continues to do its best to provide accommodations to the public. A direct link allowing the public to participate in the meeting during the public comment section was included on the meeting agenda and posted on the District's website.

PUBLIC COMMENT

None

APPROVAL OF CONSENT AGENDA

1. Meeting Minutes
 - a) January 16, 2022 – regular
2. Staff Reports – Chief / Operations / Training / Technical Support
3. Financial Report
 - a) Expense Fund Revenue – January \$1,655.12
 - b) Total Expenditures – February \$9,077.81
4. Voucher / Payroll / Benefits
 - a) Monthly Expenditure Payroll Voucher: \$512.00
 - b) Monthly Expenditure Voucher: \$8,561.81

MOTION: Commissioner Lann moved to approve the Consent Agenda as presented. The motion was seconded by Vice-Chairman Johnson and approved 3-0.

UNFINISHED BUSINESS

Liz Loomis Communications Meeting: Chairman Cooley provided information regarding the communications planning meeting held on Thursday, January 9. He apologized for unnecessarily requesting additional time to review the letter expected to be sent out to the District 4 constituents in the near future.

The Board agreed that the letter involves the community and educates them about the needs of the fire district.

Vice-Chairman Johnson inquired if more clarifying language needed to be added regarding the contract for services agreement with North Whatcom Fire and Rescue. Chief Van der Veen agreed to send additional language to Liz Loomis to be added to the letter. Once complete, he will send the completed letter to each commissioner individually for their consent.

The Board continues to be enthusiastic and appreciative of the process.

NEW BUSINESS

No new business.

CORRESPONDENCE

- Whatcom County Auditor re: Candidate filing week
- EMS/Fire Levy Rates

ANNOUNCEMENTS

- **February Audit Exit Interview:** Commissioner Lann will attend the February 24 meeting via Zoom. Since there will not be a quorum, it will not be posted as a special meeting. No management letters or findings are expected. Chief Van der Veen recognized Business Manager Benita Williams for her work on the audit.
- **March Board Meeting Attendance Query:** Commissioner Lann is not expected to attend the March 13 meeting. The other commissioners plan to attend.

AGENDA ITEMS FOR NEXT MEETING

- Liz Loomis Public Affairs Update
- Audit Exit Interview

ADJOURNMENT

MOTION: There being no further business, Chairman Cooley moved to adjourn the meeting at 12:18 p.m. The motion was seconded by Commissioner Lann and approved 3-0.

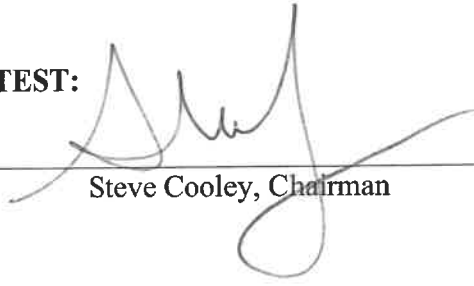
Vice-Chairman Johnson

Respectfully Submitted by:



Jennie Sand, Board Secretary

ATTEST:



Steve Cooley, Chairman



Tim Johnson, Vice-Chairman



Jason Van der Veen, Fire Chief

Mark Lann, Commissioner