

Whatcom County Fire District 4

Meeting Minutes of the Board of Commissioners

February 10, 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, Board Secretary Kris Parks, Division Chief Henry Hollander and Captain Joe Noonchester. Commissioner Steve Ness attended the meeting at 12:26 p.m.

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

PUBLIC COMMENT

None

BOARD ACTION

Meeting Minutes

Approval of Minutes of the January 13, 2016 Regular Meeting.

Commissioner Andrews moved to approve the meeting minutes. Commissioner Neal seconded; motion passed. The word Mayberry was corrected in the meeting minutes.

Cell Tower Lease Agreement

Commissioner Andrews moved to approve the lease agreement for the cell tower. Commissioner Neal seconded; motion passed.

MONTHLY REPORTS

Finance

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

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

Commissioner Andrews seconded; motion passed.

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

Commissioner Neal seconded; motion passed.

Approval of the capital voucher: Commissioner Neal moved to approve the capital voucher.

Commissioner Andrews seconded; motion passed.

Chief's Report

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

Lieutenant Promotional

The department is in the process of establishing a new Lieutenant promotional list. A process has been initiated and will consist of a written exam and assessment center in May.

Health Insurance

The department has a new health insurance period for 2016. CAS provided two employee meetings to review the new benefit plan book and answer questions.

Operations Division Report

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

Crew Activities

SCBA Fit Testing

Volunteer Training

Medical Physicals

Blood Pressure Checks

Station Tours

Community Meals

Meetings Attended

Coffee with the Chief

EMS Council

Board Meetings

Planning Committees

Contract Negotiations

Officer Meeting

Operations Projects

New Hire Testing

Safety Committee

Burn Tower Conversion

Extrication Tools

Annual Appraisals

Vacation Scheduling

Calls of Interest

01/24/2016 – E12, E69, A69, A12, M10, M2, and B76 responded to Guide Meridian and E Smith Road for a reported two vehicle head on collision with entrapment. Units found a passenger car and a light truck with heavy damage. One patient had minor injuries, one had life threatening injuries, and one patient died on the scene. Crews extricated victims and assisted with care and transport to the hospital.

1/28/2016 – E12, A12, M1, M2, and B76 responded to Mount Baker Hwy for a reported head on collision involving two vehicles with heavy damage. Units found one patient with minor injuries and one patient trapped inside a vehicle with no signs of life. One patient was transported to the hospital.

01/31/2016 – E63, E61, A63, and B76 responded to 4840 Lincoln Rd for a reported fire alarm. Units arrived on scene and found a one story commercial structure with light smoke showing. There was a small fire in the building and it was contained to the room of origin. Crews performed salvage and overhaul and provided smoke removal. The fire was located in a portion of the ceiling and appeared to be electrical in nature. Crews did a great job protecting contents from damage.

Training Division Report

Captain Noonchester presented the training division report.

The report included the staff productivity, the career and volunteer firefighter training for January and the following information:

North Whatcom's firefighters/EMTs have completed 814 hours of training for the month of January. Some of the evolutions include: Advanced airway, water tower applications and NIOSH Reports. The full-time staff is working closely with the volunteers on their shift to make sure they are receiving the required training.

The training division is in the process of testing applicants for the position of "Entry Level Firefighter". This process will go through the month of April and result in a list of qualified individuals seeking employment with our fire district. The turn-out for this application period has been very promising with numerous enthusiastic people ready to go to work.

Lieutenant Tony Esser and Firefighter Kaleb Bruch have been added to the training division as instructors. These two highly motivated members are working to develop hands-on classes which will be delivered to our line staff. The classes will be: firefighter survival and pump operations. They begin their first training in Q2 2016.

EMT School is underway. North Whatcom Fire has 4 members in The East County Class and 1 at BTC. The certification requires nearly 240 hours of training including class-time, field work and time in the ER at Saint Joe's. They will be mentored by their assigned company officers as they go through school and given the opportunity to run calls at their stations. This will provide for a very quality training experience.

Outstanding effort in January goes to:

- Firefighter Kenneth Cunningham
- Volunteer FF Jeff Haley

Technical Services & Maintenance Division Report

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

The PogoZone project is moving along nicely. Progress has been made on the fiber conversion, and two transmission sites are complete (Station 68 Enterprise and Station 69 Laurel). They are now working on station 72 and 64 (Northwood and Custer).

The department attended four TRC meetings in December.

Progress continues on the capital facility planning documents with Whatcom County Planning. The group reviewed preliminary draft Concurrency Mitigation Fee Program chapters 1 and 2 and the deductions for tax revenue credits and sprinkler deductions in the preliminary draft spreadsheets. The group also reviewed preliminary draft spreadsheets that are based upon the tables in the NWFR Draft Concurrency Mitigation Fee Program (December 31, 2008) and confirmed/modified assumptions in the

spreadsheets. The 2008 document contains 41 tables; the numbers of tables in the new preliminary draft were reduced.

The Hughes Ave subdivision is now complete and the new fire line has been tested and approved.

All radio's, including all portable, mobile, and base units have been successfully reprogramed to match the new County frequency plan.

Inspections completed by occupancy report:

There were a total of 12 inspections completed for the month of January.
To date for the year 2016 there have been 12 total occupancy inspections.

Apparatus

Annual service for both our ladder trucks has begun, L63 is complete and L61 is in process.

Facilities

Station 64 (Custer): D.C. Hollander will remind the board that the Custer Station is in need of roof repairs. He is still receiving one or two calls a week regarding the sale of the station.

The expansion tank on the water system at the Blaine Station failed requiring the ordering and replacement of the tank. The job is complete and water pressure in the building is back to normal.

The last few storms that have come thru the area of station 13 have been blowing off some of the roof shingles. We will contact a roofing company and get an evaluation of the situation.

IT

The department has begun the process of designing and creating a new department web site. The old web site was written on a platform that is no longer supported and is constantly being exposed to hackers.

The department is also in the process of upgrading the MDC wireless connections to help improve the connection up time. This process will take about a month to complete. Once the units are complete the work with our partners, District 8, South Whatcom, and the City of Lynden will begin to upgrade their equipment.

OLD BUSINESS

Annexation

Chief Pernet provided the Board with a signed copy of the Interlocal-agreement.

NEW BUSINESS

County EMS Levy Information

The Chief provided the Board with information on the County EMS Levy which will be on the November ballot. The County will put a Whatcom County wide EMS levy for ALS (Advanced Life Support) services on the ballot. This will be a six year levy if approved by the voters.

Merger

Chief Pernet is in the process of collecting information regarding a merger for the combined District #4 and NWFR April meeting.

Next Board Meeting: March 9th at 12:00 p.m.

Executive Session:

The Chair called for an executive session at 1:18 p.m. for 10 minutes.

per RCW 42.30.140 “Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or... that a portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposal made in the negotiations or proceedings while in progress.

The meeting resumed at 1:28 p.m.

Announcements:

Commissioner Training Day: March 26, 2016

The location and time will be announced as soon as it is available.

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

Harry Andrews, Chair

Kris Parks, Board Secretary

Motions and Directives:

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