

**Whatcom County Fire District No. 11**  
**Board of Fire Commissioners**  
**3809 Legoe Bay Road, Lummi Island, WA. 98262**  
**June 8th, 2021**

**CALL TO ORDER:** Chairman Bill Lee at 3809 Legoe Bay Road, Lummi Island, WA 98262 called the Regular Meeting for June 8th, 2021 to order at 7:00 p.m.

**\*\*\*Meeting took place over Zoom due to the covid-19 pandemic\*\*\***

**PRESENT:** In attendance were Commissioner Steve Kopanos, Commissioner Bill Lee, Commissioner Wendell Terry, Asst Chief Lish, and Board Secretary Lisa Lish.

**GUEST:** EMS Div Chief John Granger, Firefighter Rep Chris Immer, Sam Bowman, Alissa Daschbach, Doug Cash, Dan Ohms, Joan Moye, savetheferry.com, Leslie (?), Dave L, Mike McKenzie, John (?), MJ.

**PUBLIC COMMENT:** Chris Immer made a statement in support of the Board naming Asst Chief Michael Lish as the District's Chief. Commissioner Bill Lee thanked Chris for his comment.

Sam Bowman seconded Chris Immer's statement in support of Asst Chief Michael Lish being Chief. Commissioner Bill Lee thanked Sam for his comment.

John Granger also voiced his support of Asst Chief Michael Lish being name Chief of the District. Commissioner Bill Lee thanked John for his comment.

**APPROVAL OF MINUTES:** Minutes for the Regular Board of Commissioners Meeting on May 11th, 2021 were approved as submitted by Chairman Bill Lee.

Minutes for the Special Meeting of Commissioners on May 18th, 2021 were approved as submitted by Chairman Bill Lee.

Minutes for the Special Meeting of Commissioners on May 22nd, 2021 were approved as submitted by Chairman Bill Lee.

**CHIEF'S REPORT:** The new engine's target date for in-service has been moved to mid-July. Asst Chief Lish reported that Dave Nesbitt's schedule does not allow facility planning until after summer. Asst Chief Lish recommends putting future facility planning on hold for now.

**Motion: Commissioner Steve Kopanos made motion, “To halt drawing plans and put the facilities back in the que.” Seconded by Commissioner Wendell Terry AND PASSED 3-0.**

Asst Chief Lish requested a change to the new volunteer application process. Currently step 2 of the process states that there is a ‘meeting with the Chief, Asst Chief and the applicant’. Asst Chief Lish request that this step be changed to read ‘meeting with Chief, a Designee and Applicant’. The Board agreed to the change. Asst Chief Lish also asked for clarification in regards to when the Board approves the applicant. Board approval will happen at step six and step eleven of the hiring process. This hiring process is to be followed regardless of an applicant being new or a returning retired applicant.

The District was award a \$2,000.00 grant from LICA to go towards the purchase of the Stryker gurney power load system.

### **PAYROLL:**

**Motion: Commissioner Wendell Terry made motion, “To approve the payroll for June 2021 (Hourly employees, Stipend and Battalion Shifts for May 2021; and current month June 2021 for Contracted Employees) in the amount of \$20,657.37.” Seconded by Commissioner Steve Kopanos, AND PASSED 3-0.**

### **BLANKET VOUCHERS:**

The Board of Commissioners, at 3809 Legoe Bay Road, Lummi Island, WA 98262, reviewed the regular Blanket vouchers approval documents for June 2021 Expenses for approval of payments, on June 8th, 2021 and approved. “Vouchers audited and certified by RCW 42.24.080, and those expenses, reimbursement claims certified as required by RCW 42.24.090, have been made available to the Board.”

**Motion: Commissioner Wendell Terry made motion, “To approve the vouchers for June 2021 vouchers #210601001-210601018, and approve for payment those vouchers included in the list in the amount of \$14,963.03” Motion seconded by Commissioner Steve Kopanos, AND PASSED 3-0.**

**FINANCIAL/SECRETARY REPORTS:** April 2021 report given by Secretary Lish.

**COMMUNICATIONS:** The District received the Annual Report Certification from the Washington State Auditor’s Office that the District filed their report for 2020 on May 25<sup>th</sup>, 2021. The Board thanked Secretary Lisa Lish for completely this task.

The District received an email from Joe Beaulaurier from Whatcom News asking for documentation of the April 28<sup>th</sup>, 2021 minutes. Secretary Lish forwarded Mr. Beaulaurier the approved April 28<sup>th</sup>, 2021 minutes.

Moving forward the Board asked District Secretary to apprise the Board right away of any communications received. Per the Board, the District Secretary does not need Board approval to respond to public records requests at this time.

The Board was provided a copy of a Nepotism Policy written by Brian Snure the District's legal counsel. No action was taken.

**UNFINISHED BUSINESS:** Chapter 10 of the District's policy manual was tabled until such a time that the Board can schedule a special meeting to discuss the policy further, in the meantime everyone will work on their proposed changes to the policy to discuss at the future special meeting.

Secretary Lish provided the Board with the requested addendum written by Brian Snure the District's legal counsel. The Board directed Secretary Lish to provide Asst Chief Lish with a copy of their proposed addendum, Secretary Lish will do so by Thursday. If Asst Chief Lish signs the addendum then the Board unanimously agreed for Chairman Lee to sign the document as well.

Secretary Lish will send an email out to schedule a special meeting in regards to financial planning.

**NEW BUSINESS:** Secretary Lish asked the Board to amend the current Radio and Equipment Use Agreement to be used between the District and end users when checking out equipment. Currently the agreement needs to be signed by Chief McLane.

**Motion:** **Commissioner Steve Kopanos made motion, "To amend the RADIO AND EQUIPMENT USE AGREEMENT to the Fire Chief or a designee may sign the agreement." Motion seconded by Commissioner Wendell Terry, AND PASSED 3-0.**

Commissioner Terry asked that the Board discuss Engine 38, keep it as a reserve or surplus it once the new engine is put in service. Discussion was had and the Board decided to add this topic to the July 13<sup>th</sup>, 2021 regular meeting.

**RESOLUTIONS:** None.

**GOOD OF THE ORDER:**

**SIGNING OF THE DOCUMENTS:**


**Motion:** **There being no other business to come before the Board of Commissioners, Commissioner Steve Kopanos moved and Commissioner Wendell Terry seconded, to adjourn the meeting, AND PASSED 3-0.**

The meeting was adjourned at 8:00 p.m.

  
Board Secretary Lisa Lish

  
Commissioner Steve Kopanos

  
Commissioner Bill Lee

  
Commissioner Wendell Terry

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on July 13th, 2021.