

**Whatcom County Fire District No. 11**  
**Board of Fire Commissioners**  
**3809 Legoe Bay Road, Lummi Island, WA. 98262**  
**March 13, 2012**

**CALL TO ORDER:** Chairman Wendell Terry at 3809 Legoe Bay Road, Lummi Island, WA. 98262 called the Regular Meeting for March 13, 2012 to order, at 8:04 p.m.

**PRESENT:** In attendance were Commissioner Wendell Terry, Commissioner Robert Busch, Commissioner Ed Scott, Chief Duncan McLane, and Board Secretary Tammi Lynch.

**GUEST:** Bridgette Smith, State Board of Volunteer Firefighters, Medical Services Officer John Granger, Lieutenant Michael Lish, Firefighter Lisa Lish, Firefighter Chris Immer, and Firefighter Robert Auld

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:**

Minutes for the Regular Board of Commissioners Meeting on February 14, 2012 were approved as submitted by Chairman Terry.

Minutes for the Special Facilities Meeting on February 14, 2012 were approved as submitted by Chairman Terry.

**PAYROLL:**

**Motion:** Commissioner Busch made motion, "To approve the payroll for March 2012 (February 2012 hours) in the amount of \$5,157.21." Seconded by Commissioner Scott, 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 March 2012 and March CC 2012 Expenses for approval of payments, on March 13, 2012 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 Scott made motion, "To approve the March Credit Card Voucher #03001, and approve for payment those vouchers included in the list in the amount of \$116.71" Motion seconded by Commissioner Busch, AND PASSED 3-0.

**Motion:** Commissioner Busch made motion, "To approve the vouchers for March Vouchers #03002-03021, and approve for payment those vouchers included in the list in the amount of \$5,466.17" Motion seconded by Commissioner Scott, AND PASSED 3-0.

**FINANCIAL/SECRETARY REPORTS:** Secretary Lynch reported that the financial statements were not ready yet.

**COMMUNICATIONS:** State Auditor's Office: The SAO has finished their 2008-9 Audit with no findings or recommendations.

**CHIEF'S REPORT:** Chief McLane gave the Chief's Report.

**UNFINISHED BUSINESS:**

**Chief's Hours:** Chief McLane reported that he would have to postpone his fulltime hours at the fire hall, and expected to be able to start 40 hours per week in mid April.

**NEW BUSINESS:**

**Insurance:** Chief McLane is working on putting together the update for Enduris Insurance. Enduris automatically adds a 2% increase for replacement for vehicles and equipment. The industry standard for fire apparatus is 4%. If we were to lose a vehicle and its equipment, Enduris would replace them no matter what the cost. The Board will allow Chief McLane to decide what percentage to use for replacement costs for Enduris.

**Secretary Hours:** Secretary Lynch informed the Board that she has started another part time job, which has taken her away from the fire hall. She feels once through a transition period, she will be able to perform both jobs, but not necessarily the same days and or time. The Board agreed to keep Secretary Lynch on, unless a change needs to be made. Secretary Lynch and Chief McLane also requested that Lisa Lish be brought on and trained to back up the secretary's position, in case a change does need to be made. It will not cost any more to the budget, as Secretary Lynch will not be using up all the hours she has budgeted.

**Contract for Admin Services:** This is the same contract for Admin Services through the District, for the Whatcom County Executive's Office, for the EMS Planning Committee. The last one expired at the end of last year, and this contract is for this year's meetings.

**Motion:** Commissioner Busch made motion, "to approve the Contract for Admin Services with the Whatcom County Executive's Office." Motion Seconded by Commissioner Scott, AND PASSED 3-0.

Airlift Northwest Membership:

**Motion:** Commissioner Busch made motion, "to approve the 16 Airlift Northwest Memberships." Motion Seconded by Commissioner Scott, AND PASSED 3-0.

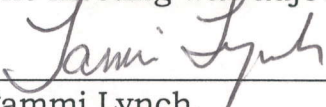
**RESOLUTIONS:** None.

**GOOD OF THE ORDER:** None.

**SIGNING OF THE DOCUMENTS:**

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

The meeting was adjourned at 8:44 p.m.

  
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Tammi Lynch,  
Board Secretary

By:   
\_\_\_\_\_  
Chairman Wendell Terry

By:   
\_\_\_\_\_  
Commissioner Robert Busch

By:   
\_\_\_\_\_  
Commissioner Ed Scott

Approved at the Whatcom County Fire District # 11 Board of Commissioner Meeting on April 10, 2012.

