



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
April 11, 2017**

PRESENT: Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, District Chief Jerry DeBruin, Battalion Chief Denise Christensen, Battalion Chief Frank Cain Jr., Training Division Lieutenant David Moe and District Administrator Jo Olson

ABSENT: Commissioner Larry Moore and Battalion Chief Jay Van Middendorp

GUESTS: Stephen Johnson

Regular Meeting called to order at 5:00 PM at Kendall Fire Station

Items signed by the Commissioners:

- Regular Meeting Minutes read and approved
- Warrants in the amount of \$65,397.67
- Payroll in the amount of \$30,485.00
- Voucher

Hand Outs:

- Bank of the Pacific Report
- Monthly Incident Reports
- Schematic Designs (Kendall Remodel)
- Monthly Spending Chart (to commissioners)

Correspondence:

- City of Sumas (Expansion of Lumber Mill) letter

March's Treasurers Report:

714 Expense Fund

• Starting Balance	\$160,749.16
• Tax Receipts	\$45,377.57
• Misc. Receipts	\$44,989.00
• Warrants	\$67,349.35
• Ending Cash Balance	\$183,766.28
• Investment Starting Balance	\$168,433.98
• Purchases & Pool Earnings	\$124.56
• Total Cash & Investment Pool	\$352,324.82

71410 Go Bond

• Prior Debt	\$99,022.83
• Debt Paid	\$731.07
• Debt Outstanding	\$98,291.76

71420 Reserve Fund

• Prior Balance	\$128,150.40
• Purchases & Pool Earnings	\$94.78
• Ending Balance	\$128,245.18

Bank of the Pacific Statement:

• Beginning Balance (03/01/2017)	\$5,550.83
• Deposits/Misc. Credits 19	\$38,168.64
• Withdrawals/Misc. Credits 5	\$43,619.00
• Ending Balance (03/31/2017)	\$100.47

Remodel:

- Commissioner Graham asked about news on the remodel
- District Chief DeBruin indicated Battalion Chief Cain Jr. and Training Division Lieutenant Moe met with the Architect and Engineer and talked about Fire Codes and the 20-foot separation space, elevations and roof peaks, etc.
- Battalion Chief Cain Jr. and Training Division Lieutenant Moe gave their input as to what was discussed during the meeting with Architect and Engineer
- District Chief DeBruin indicated he had some questions as far as 20-foot separation space, building height, door sizes, pitch of building etc.
- Discussion continued on layout of the add-on for Kendall Station

Remodel continue:

Loan:

- Commissioner Graham asked about loan information
- District Chief DeBruin indicated nothing new to report on the loan

Sprinkler System:

- Commissioner Bjornstad asked about the sprinkler system
- District Chief DeBruin indicated we must have a sprinkler system

Survey:

- District Chief DeBruin indicated the survey has been done

Septic Test:

- District Chief DeBruin noted there was no issue but the drain field came into question
- District Chief DeBruin indicated he will be meeting with the Health Department and will follow up after he meets with them
- Discussion continued on septic and cost factor

Burning Permit for Debris:

- Battalion Chief Cain Jr. asked about burning debris after tree clearing is done
- Discussion continued on burning

New Business:

Budget:

- Commissioner Bjornstad asked about our BLS (Basic Life Support) income and if the income trend will continue on the same path
- District Chief DeBruin and Training Division Lieutenant Moe indicated they might be able to get some income information from Quick Med Claims

Old Business:

House Burn for Training:

- Commissioner Graham asked about updated news on the burn house
- Training Division Lieutenant Moe indicated no new information as of yet

Gloves:

- Training Division Lieutenant Moe said we have the new PPE lighter weight gloves now
- Conversation continued on the review of the new gloves and their performance

District Chief DeBruin:

Critical Info Structure Security Meeting:

- District Chief DeBruin indicated he went to a Critical Info Structure Security Meeting and shared his take on that meeting

Workshop:

- District Chief DeBruin noted he attended a workshop in Bellingham with Law Enforcement, Health Workers, Social Workers, etc.
- District Chief DeBruin said it was about dealing with high users of the various systems

CAD System (County transition to new CAD System)

- District Chief DeBruin noted the New CAD system will go into effect next Tuesday
- District Chief DeBruin said it will put more work on the part of dispatchers
- District Chief DeBruin indicated a little cost to us for training and more clearing codes
- Discussion continued on the effect on pager tones etc.

Shifts:

- District Chief DeBruin spoke to the strong need of shift schedules and coverage

Training Division Lieutenant David Moe:

Training:

- Training Division Lieutenant Moe said we are moving forward with our regular training

External training:

- Training Division Lieutenant Moe mentioned there are some external classes coming up

Evaluator Class:

- Training Division Lieutenant Moe noted the class coming up is in Acme
- Training Division Lieutenant Moe will look into which volunteers need to attend this class

Call Volume:

- Training Division Lieutenant Moe spoke to the call volume handout and about overlapping calls

EMT (Emergency Medical Technician) Class:

- Training Division Lieutenant Moe said the class is finishing up

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp was absent
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. said all is well at Kendall station
 - Battalion Chief Cain Jr spoke to the previous night's fire and response thereof
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is well at Welcome station

Good of the Order:

- Commissioner Graham noted the dispatch fee and indicated that we won't see that again next year

GUESTS: Stephen Johnson

Address Issue:

- Commissioner Graham asked if Stephen Johnson had anything to add to the discussion
- Guest Stephen Johnson indicated his wife and himself did some volunteer work delivering food during the school break and noticed some addresses were hard to find or non-existent
- Guest Stephen Johnson spoke about how to get the message out to folks to get them to make their address more visible so it is easier to find them
- Guest Stephen Johnson spoke about having businesses donate numbers for the residents to put up
- District Chief DeBruin indicated he will work with Stephen Johnson on this issue
- Conversation continued on addresses

Translator:

- Guest Stephen Johnson indicated his wife Catherine speaks Spanish and would be happy to be a translator if needed
- Commissioner Graham asked about a contact number for her
- District Chief DeBruin indicated he has their contact number

Regular Meeting adjourned at 6:30 PM

The next regular meeting will be at Kendall Station on May 9, 2017 at 5:00 PM

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson