



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
REGULAR COMMISSIONERS' MEETING
January 11, 2022**

PRESENT: Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, Commissioner Chris Moe, District Chief Jerry DeBruin, Assistant District Chief David Moe, Battalion Chief Frank Cain Jr., and Administrative Secretary Jo Olson

ABSENT: Battalion Chief Jay Van Middendorp.
Note: District Chief DeBruin attended meeting by phone.

GUESTS:

Meeting called to order at 4:00PM.

Acknowledgment of Oath of Office for Commissioner Moe.

Items approved and signed by the Commissioners:

- Approval of Regular Meeting Minutes for December, 2021
- Approval of Current Claim Payment Request & Payroll
- 714 Warrants in the amount of 253,164.31
- Payroll in the amount of 43,976.01
- Approval of BVFF Vouchers for Physical reimbursements
- Approval of Addition of Chevy 2009, New C-91

**December 2021 Treasurers Report: Not Ready for Meeting
(Abbreviation read from Month-to-Month Revenue/Expenditures)**

714 Expense Fund

- | | |
|--------------------------------|------------|
| • Ending Cash Balance | 619,416.95 |
| • Ending Investment Balance | 180,472.87 |
| • Total Cash & Investment Pool | 799,889.82 |

71420 Reserve Fund

- Ending Investment Balance 100,743.98
- Total Cash & investment Pool 189,102.98

71442 Mitigation Fees

- Ending Investment Balance 9,700.34
- Total Cash & Investment Pool 10,518.52

Note: Admin Secretary noted transferred to be used for purchase of new ambulance.

Bank of the Pacific Statement:

- Beginning Balance (12/01/2021) 3,452.11
- Deposits/Misc. Credits 23 34,996.22
- Withdrawals/Misc. Credits 6 35,873.57
- Ending Balance (12/31/2021 2,574.76

Meeting Minutes:

Regular Commissioner Meeting Minutes for December 2021:

Motion: Commissioner Moe motioned to accept Regular meeting minutes. The motion was **seconded** by Commissioner Bjornstad and approved.

Review & Approval of Assistant District Chief Employment Agreement.

Motion: Commissioner Bjornstad motioned to accept New Assistant District Chief Employment Agreement including pay increases. The motion was **seconded** by Commissioner Graham and approved. Commissioner Moe abstained from voting.

Claim Payment Request & Payroll:

Claim Vouchers and Payroll dated January 2022:

Motion: Commissioner Bjornstad motioned to accept the claim vouchers and payroll. The motion was **seconded** by Commissioner Moe and approved.

Approval of Addition of Chevy 2009, New C-91 Vehicle:

Motion: Commissioner Bjornstad motioned to approve the addition of the Chevy 2009, new C-91. The motion was **seconded** by Commissioner Moe and approved.

Approval of BVFF Voucher for Physical Reimbursements for volunteer:

Commissioners reviewed and approved reimbursements. Commissioners signed form.

Old Business:

Hiring Process for New Training Officer:

- District Chief DeBruin and Assistant District Chief Moe spoke to the candidates and the interview process.
- Discussion continued on the details of when they would begin interviewing and who was involved in the process.
- Hire Date expected to be February 1, 2022.

Sumas Flood Damage:

- District Chief DeBruin updated the Sumas Station weather related flood situation.
- District Chief DeBruin spoke on FEMA, the hiring of Ross Widener, damage cost, and the first submittal to FEMA.
- Discussion continued on the station in Sumas regarding cost for repairs at the station.
- Commissioner Moe noted some repairs might need to be done sooner rather than later just to have a functioning Fire Station in the Sumas.
- Commissioner Moe noted bathrooms for one.
- Commissioner Graham indicated we will follow up in our next meeting.

BLS Proposal:

- Commissioner Graham and District Chief DeBruin spoke to the BLS proposal and noted it is waiting for approval for the payout.
- Discussion continued

State Audit:

- Administrative Secretary Olson indicated the audit office will be wrapping up their findings soon.

L&I News:

- Assistant District Chief Moe indicated L&I interviewed a couple volunteers.
- Battalion Chief Frank Cain Jr. spoke to his part of the process.

New Business:

Due to hiring of a new Training Officer and the added position of Assistant District Chief, the budget was amended:

Motion: Commissioner Graham motioned to accept the amended budget. The motion was **seconded** by Commissioner Bjornstad and approved

Assistant District Chief Moe:

Officer Meeting:

- Assistant District Chief Moe spoke about the First New Quarterly Officer Meeting.

Training:

- Assistant District Chief Moe indicated the EMT class starts tonight.
- Assistant District Chief Moe noted the Fire Academy celebration was very low key due to COVID.

Policy Work:

- Assistant District Chief Moe indicated their policy work is winding down.

Grants:

- Assistant District Chief Moe spoke to an AFG Grant for portable radios that he is working on.
- Assistant District Chief Moe spoke to the Fire and Emergency Response Grants (SAFER) he's applying for which helps fund an increase or maintain the number of trained, "front line" firefighters available in their communities.
 - Discussion continued.

Cold Weather Shelter:

- Assistant District Chief Moe spoke to cold weather shelter opening up at the Resource Center during the last cold spell.
- Assistant District Chief Moe noted what a great job one of our volunteers did running it.

District Chief DeBruin:

Cold Spell:

- District Chief DeBruin wanted to say thanks to Commissioner Bjornstad for helping out at the Resource Center during the cold spell.

New Ambulance:

- District Chief DeBruin noted our new ambulance should be ready on the 27th of this month.

Trivan Ambulance:

- District Chief DeBruin spoke to issues retrofitting this ambulance for new stretchers.
- Discussion continued.

Old C-91:

- Discussion on what do with the old C-91 vehicle.
- The one in and one out was brought up.
- Decision made was to wait and not make any decisions at this time.

Station Reports:

Kendall Station:

- Battalion Chief Frank Cain Jr. indicated all is well at the Kendall Station.
- Battalion Chief Frank Cain Jr. wanted to note how easy it was to keep the Kendall Station shoveled during our snow event.

No other Station reports:

Other News:

WA State LTC (WA Cares Fund) 2022:

- Discussion on the delay of starting of LTC (WA Cares)

Meeting adjourned at 5:08PM with commissioners in agreement.

The next regular meeting will be on February 8, 2022 at **4:00 PM** at the Kendall Station:

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chris Moe

Administrative Secretary, Jo Olson