



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
December 8, 2015**

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

ABSENT: Commissioner Larry Moore

GUESTS: Stephen Johnson

Meeting called to order at 4:52 PM at Kendall Fire Station

Items signed by the Commissioners:

- Regular meeting minutes read and approved
- Voucher
- Resolution 2015-09 (Resolution to Accept Budget)
- Resolution 2015-10 (Resolution to Acknowledge Pay Scale for 2016)
- Warrants in the amount of \$79,756.34
- Payroll in the amount of \$24,082.08

Hand Outs:

- Monthly Incident Report

Correspondence:

- Election information from Whatcom County Auditor's Office reviewed

November's Treasurers Report:

714 Expense Fund

• Starting Balance	\$206,412.66
• Tax Receipts	\$29,285.42
• Misc. Receipts	\$15,731.58
• Warrants	\$49,318.54
• Ending Cash Balance	\$202,111.12
• Investment Starting Balance	\$166,580.74
• Pool Investment Interest	\$97.23
• Total Cash & Investment Pool	\$368,789.09

71410 Go Bond

• Prior Debt	\$110,632.66
• Debt Paid	\$724.26
• Debt Outstanding	\$109,908.40

71420 Reserve Fund

• Prior Balance	\$126,746.82
• Purchases & Pool Earnings	\$73.98
• Ending Balance	\$126,820.80

Bank of the Pacific Statement: NO REPORT

- Beginning Balance (11/01/2015)
- Deposits/Misc Credits
- Withdrawals/Misc Credits
- Ending Balance (11/30/2015)

Old Business:

2016 Budget:

Resolution 2015-09 (Resolution to Accept Budget):

- Commissioner Bjornstad made a motion to accept the 2016 Budget as presented
- Commissioner Graham seconded the motion

Medical Insurance:

- Commissioner Graham asked if this was taken care of
- District Administrator Olson said yes, this is in process

Letter of Intent for New Ambulance:

- Commissioner Graham asked if this has been handled
- District Chief DeBruin indicated it was all done

Remodel at Kendall Station:

- Commissioner Graham asked about doing a two step process for the remodel
- District Chief DeBruin indicated the plan is at least two maybe three steps
- Battalion Chief Cain Jr. spoke to the benefits of breaking down into steps

Cell Tower:

- District Chief DeBruin indicated they sent the district a lease contract with legal information but no dollar amounts were indicated

New Business:

Transport Fees:

- District Chief DeBruin spoke about transport fees being paid to the volunteers
- District Chief DeBruin suggested that our volunteer EMT's would get a set rate whether they were the EMT or Driver on a transport
- Also acknowledged - some of our transports have been taking an increasing amount of time, especially when you go to the Mountain area and then all the way to town and our Glacier district transports take extra time as well
- Dollar amounts talked about were, Mountain Transports at 100 /70, and Glacier Transports at 90/60
- Commissioner Graham and Commissioner Bjornstad agreed with the higher dollar value placed on longer calls, which will be at District Chief DeBruin's discretion based on dollar amounts discussed

Resolution 2015-10 (Resolution to Acknowledge Pay Scale for 2016):

- Resolution 2015-10(Resolution to Acknowledge Pay Scale for 2016) was reviewed and accepted by Commissioner Graham and Commissioner Bjornstad

Mitigation Fees:

- District Chief DeBruin spoke to the fees paid and when they take effect which Commissioner Bjornstad had a question about
- District Chief DeBruin indicated it is when they actually take occupancy of the building not when they get the permit
- Discussion on the fees continued...

District Chief DeBruin:

EMS Funding Levy:

- District Chief DeBruin indicated he attended a Chief's Meeting where the EMS Funding Levy which will soon be proposed was discussed
- District Chief DeBruin indicated it might be on the August 2, 2016 Primary Election ballot
- Discussion continued on EMS funding...

Firefighter Shifts:

- District Chief DeBruin talked about shifts and cost of having someone available

Battalion Chief Cain Jr.:

Availability:

- Battalion Chief Cain Jr. indicated he will be available on the weekends with the Utility Rig at his place

Extra Vests:

- Battalion Chief Cain Jr. asked about having extra vests for our volunteers
- Discussed was the added safety of having a vest for visibility purposes
- District Chief DeBruin said he will look into it

Training Division Lieutenant Moe:

Transports:

- Training Division Lieutenant Moe indicated the district has transported 457 people this year as of the end of November

Red Card:

- Training Division Lieutenant Moe indicated South Whatcom is really interested in putting a Red Card Training class together, so between our district and theirs we should be able to get this worked out and get a class offered
- Discussion continued on the benefits of the Red Card Class

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp indicated everything is going well at Sumas and we now have a new generator, which is working well for the Sumas Station
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. said all is going well at Kendall but noted they are low on personnel
 - Battalion Chief Cain Jr. said he still has issues with the volunteers and their attendance on training night
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen says all is going well at the Welcome Station she agrees attendance could be better
 - Battalion Chief Christensen says they have a great group of volunteers
 - Battalion Chief Christensen indicated there is a light burned out at the Welcome Station

- District Chief DeBruin said they will get the light replaced
- Battalion Chief Christensen discussed vacuum mattress and their ease of use
- Battalion Chief Cain Jr. reminded Battalion Chief Christensen to grab a cervical collar from the Kendall Station before she leaves tonight
- Discussion continued on the protocols of patient packaging for emergency care

GUESTS: Stephen Johnson

- Commissioner Graham asked if Stephen Johnson had anything he would like to discuss
- Stephen Johnson indicated he did not have anything at this time

Good of the Order:

Graduation:

- Congratulations to Bretton Silvas who is to graduate next week from the Whatcom County Recruit Academy

Wheelchair Ramp Built:

- Commissioner Bjornstad spoke about the wheelchair ramp that District Chief DeBruin, Battalion Chief Cain Jr., and a few other volunteers had built for a community member
- The details of the project were discussed

Regular Meeting adjourned at 6:06PM

The next regular meeting will be at Kendall Station on January 12, 2016 at 5:00 PM

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson