



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
February 13, 2018**

PRESENT: Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, Commissioner Chris Moe, 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:

GUESTS:

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 \$136,379.77
- Payroll in the amount of \$35,988.00
- Pension Retirement Form
- Annual Pension Certification

Hand Outs:

- Treasurers Monthly Report
- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Chart and Budget to date (to commissioners)

January's Treasurers Report:

714 Expense Fund

• Starting Balance	\$199,410.21
• Tax Receipts	\$2,585.59
• Misc. Receipts	\$109,445.80
• Warrants	\$70,134.52
• Transfers Out	\$15,000.00
• Ending Cash Balance	\$226,307.08
• Investment Starting Balance	\$169,974.36
• Purchases & Pool Earnings	\$174.61
• Total Cash & Investment Pool	\$396,456.05

71410 Go Bond

• Prior Debt	\$91,490.98
• Debt Paid	\$774.99
• Debt Outstanding	\$90,715.99

71420 Reserve Fund

• Prior Balance	\$285,576.54
• Purchases & Pool Earnings	\$15,286.42
• Ending Balance	\$300,862.96

71442 Mitigation Fees

• Prior Balance	\$11,292.24
• Purchases & Pool Earnings	\$11.60
• Ending Balance	\$11,303.84

Bank of the Pacific Statement:

• Beginning Balance (1/01/2018)	\$7,390.38
• Deposits/Misc. Credits 18	\$31,097.99
• Withdrawals/Misc. Credits 5	\$33,874.95
• Ending Balance (1/31/2018)	\$4,613.42

Correspondence:

Shell Account:

- District Administrator Olson indicated we received the letter noting the cancellation of our Shell account

Social Security Number Correction:

- Commissioners acknowledged the correction to an incorrect social security number for one the volunteers and agree with the charges for Wells Fargo to make corrections

Loan Cost and Cost for Kendall Add on:

- Commissioners agreed the amount of \$15,000 will be transferred from the 714 account to the 71420 reserve account by District Administrator Olson
- Commissioner Graham ask about the foreseeable cost to the Kendall Station addition
- District Chief DeBruin indicated the well cost and septic cost is what he sees coming up in the near future
- Discussion continued on the cost etc.

Zervas Group Architects Invoice:

- Zervas Group Architects Invoice was reviewed by commissioners

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp said all is well at the Sumas Station
 - Battalion Chief Van Middendorp noted they have one volunteer wanting to take the EMT Class
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. indicated all is well at the Kendall station
 - Battalion Chief Cain Jr. noted they have a volunteer taking the EMT Class
 - Battalion Chief Cain Jr. said the combined Rope training with Welcome Station went well
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen noted all is well at the Welcome station

District Chief Jerry DeBruin:

GEMT (Ground Emergency Medical Transportation) reimbursement:

- District Chief DeBruin noted that we will be having our first phone meeting with the GEMT reimbursement company helping to recoup funds

Aid Vehicle

- District Chief DeBruin spoke to the need of putting out a bid for a replacement Aid Vehicle
- District Chief DeBruin noted this replacement vehicle is in our Capital Facility plan for 2019 so getting bids now would make sense given how much time it could take to get the final product
- Discussion continued on the need of an Aid Vehicle for the district
- Commissioner Bjornstad made a motion to put a bid out for a new replacement Aid Vehicle
- Commissioner Moe seconded the motion

Meeting:

- District Chief DeBruin spoke about a meeting he was at where the topic of discussion was the purchase of ImageTrend software

Calls:

- Calls in the district were discussed
- Commissioner Moe ask about out of area calls
- Training Division Lieutenant Moe spoke to the out of district calls

Training Division Lieutenant David Moe:

Training:

- Training Division Lieutenant Moe indicated there is a new program called CrewSense, which is a workforce management platform that will help us with assigning volunteers

Supraglottic Class using i-gel:

- District Chief DeBruin and Training Division Lieutenant Moe talked about an upcoming airway class using i-gel
- Discussion continued on the time and place for the classes

Good of the Order:

- The District Dinner at the Resource Center was discussed

Regular Meeting adjourned 5:37PM

The next regular meeting will be at Kendall Station on February 13, 2018 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chis Moe

District Administrator, Jo Olson