



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
COMMISSIONERS' MEETING  
January 9, 2018**

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

**ABSENT:** Commissioner Chris Moe

**GUESTS:** Stephen Johnson

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

**Oath of Office:**

- First order of business the swearing in of Commissioner Leonard Bjornstad

**Items signed by the Commissioners:**

- Regular Meeting Minutes read and approved
- Warrants in the amount of \$32,834.28
- Payroll in the amount of \$33,950.75
- Pension Retirement Form
- Resolution 2018-01 2018 Pay Scale Rates
- Updated: Interlocal Agreement for First Response Emergency Medical Services

**Hand Outs:**

- Treasurers Monthly Report, no report available
- Bank of the Pacific Report
- Monthly Incident Reports
- Monthly Spending Chart and Budget to date (to commissioners)

**December's Treasurers Report:**

- Not available

**Bank of the Pacific Statement:**

- Beginning Balance (12/01/2017)      \$8,866.25
- Deposits/Misc. Credits 13              \$21,637.21
- Withdrawals/Misc. Credits 5            \$23,113.08
- Ending Balance (12/31/2017)         \$7,390.38

**Correspondence:**

## American Express:

- American Express letter, noting the districts cancellation of the American Express account

## Shell Account:

- District Administrator Olson indicated we should be receiving a letter soon noting the cancellation of our Shell account

**Loan Cost:**

- Commissioners agreed the amount of \$15,000 will be transferred from the 714 account to the 71420 reserve account by District Administrator Olson

**Payroll Hour Correction:**

- Commissioners acknowledged the correction to 21.75 hours from 39 hours for our NFIRS entry person for December 2017

**Old Business:**

## Kendall Station Addition:

## Timber Cutting:

- Battalion Chief Frank Cain Jr. indicated the timber cutting is done except for some clean up
- Discussion continued on the timber cutting process

## New Water Well

- Commissioner Graham asked District Chief DeBruin about the New Well
- District Chief DeBruin indicated the New Well is in and they sampled it and we will know the results in a couple of weeks
- District Chief DeBruin indicated we did receive an estimate for decommissioning the Old Well

## Interlocal Agreement for First Response Emergency Medical Services:

- The updated Interlocal Agreement for First Response Emergency Medical Services was signed by commissioners

## Welcome Store for Fuel:

- Commissioner Graham asked District Chief DeBruin about fueling at the Welcome Store
- District Chief DeBruin indicated nothing has been done on that yet

### **New Business:**

#### Fence:

- Commissioner Bjornstad asked about a fence around the cut timber area
- Battalion Chief Frank Cain Jr. talked about when and what type of fence might be used

#### Resolution 2018-01-Set Pay Scale for 2018

- Commissioners discussed the resolution
- Commissioner Bjornstad makes a motion to accept the resolution Set Pay Scale for 2018
- Commissioner Graham seconded the motion

### **Fire Station Reports:**

- Station 1, Sumas Battalion Chief Jay Van Middendorp
  - Battalion Chief Van Middendorp indicated all is well at the Sumas Station
  - Battalion Chief Van Middendorp indicated their generator will be getting looked at, since they had a little issue with it during the Sumas ice storm
- Station 2, Kendall Battalion Chief Frank Cain Jr.
  - Battalion Chief Cain Jr. indicated all is well at the Kendall station
  - Battalion Chief Cain Jr. indicated they have a new person wanting to volunteer
  - Battalion Chief Cain Jr. says we need to have a tender looked at due to pumping issues
- Station 3, Welcome Battalion Chief Denise Christensen
  - Battalion Chief Christensen noted all is well at the Welcome station
  - Battalion Chief Christensen indicated they have a new person interested in being a volunteer

### **District Chief Jerry DeBruin:**

GEMT (Ground Emergency Medical Transportation) reimbursement:

- District Chief DeBruin noted they are still working on the GEMT reimbursement and are working with a company that is also working with Bellingham as well District 7
- District Chief DeBruin indicated they got information needed to the company
- Discussion continued

Shift Work:

- District Chief DeBruin spoke to shiftwork and monitoring and limiting shifts etc.
- The need for shifts was further discussed as well as limiting shifts

County EMS Administrator:

- District Chief DeBruin indicated there is still no news on the EMS Administrator to report

**Training Division Lieutenant David Moe:**

EMT Class:

- Training Division Lieutenant Moe indicated there is one volunteer taking the EMT class

Training:

- Training Division Lieutenant Moe indicated they have completed the Training Schedule for the year, except for OTEP, which will be finished on Thursday.

Army Truck:

- Training Division Lieutenant Moe said the army truck is here and it's a great truck, very happy with it

**Guest Stephen Johnson:**

- Commissioner Graham asked if Guest Stephen Johnson if he had anything to add
- Guest Stephen Johnson remarked he hopes it is a quieter year
- Guest Stephen Johnson asked about a strike team and being sent to areas in need
- District Chief DeBruin indicated that we are signed up for helping out but because of our limited resources, we can't really afford to be without our vehicles and volunteers but did note - we have volunteers that do leave our area and help out

**Good of the Order:**

- District Chief DeBruin indicated that our District Dinner is coming up on February 3, 2018, dinner at 5:30PM at the Resource Center

Regular Meeting adjourned 5:37PM

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

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Commissioner-Chair, RobRoy Graham

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Commissioner, Leonard Bjornstad

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Commissioner, Chis Moe

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District Administrator, Jo Olson