



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
March 10, 2015**

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

ABSENT: Commissioner Larry Moore, Battalion Chief Jay Van Middendorp and Battalion Chief Frank Cain Jr.

*Note: Commissioner Larry Moore called in to participate in the Levy Lid discussion he was on line for the first 10 minutes of the Levy lid discussion

GUESTS:

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

Items signed by the Commissioners:

- Regular and Special meeting minutes read and approved
- Speed Limits on Emergency Vehicles Policy
- Emergency Vehicle Operation Policy
- Warrants in the amount of \$18,007.30
- Payroll in the amount of \$21,256.68

Correspondence:

February's Treasurer's Report:

714 Expense Fund

• Starting Balance	\$86,249.84
• Tax Receipts	\$3,170.13
• Misc. Receipts	\$14,492.19
• Warrants	\$46,611.27
• Ending Cash Balance	\$57,300.89
• Investment Starting Balance	\$165,797.05
• Pool Investment Interest	\$80.60
• Total Cash & Investment Pool	\$223,178.54

714 10 Go Bond

• Prior Debt	\$116,967.98
• Debt Paid	\$684.80
• Debt Outstanding	\$116,283.18

71420 Reserve Fund

• Prior Balance	\$126,150.52
• Purchases & Pool Earnings	\$61.33
• Ending Balance	\$126,211.85

Bank of the Pacific Statement:

• Beginning Balance (2/01/2015)	\$100.04
• Deposits/Misc Credits 18	\$16,753.55
• Withdrawals/Misc Credits 5	\$14,398.95
• Ending Balance (2/28/2015)	\$2,454.64

Call Volumes:

- A District Report on Call Volumes and Response Times was handed out

Payroll:

- Commissioner Graham asked about the progress towards the district decision to start doing in-house payroll
- District Administrator Olson indicated she attended a meeting put on by the County and confirmed the cost per check is going to be \$10.00 and the start date will be July1, 2015
- Commissioner Graham asked if the QuickBooks software had been purchased yet.
- Training Division Moe indicated QuickBooks has been purchased

Welcome's Computer Office Software:

- Training Division Moe indicated the Microsoft Office Software was purchased for the Welcome Station

Levy Lid Discussion: **Note: Commissioner Larry Moore called in to participate in the Levy Lid discussion he was on line for the first 10 minutes of the Levy lid discussion 5:10 to 5:20 PM*

- Commissioner Graham led the discussion on the Levy Lid
- Commissioner Graham spoke about an Emergency Medical Services (EMS) Bond to support the Advanced Life Support (ALS) system and noted that this may be happening in the fall of 2016
- Discussion continued on the effect this might have on the districts asking to raise the Levy Lid amount
- Commissioner Graham spoke to his proposal hand-out on the Levy Lid and asked District Chief DeBruin and Training Division Lieutenant Moe to help fill in the dates needed to complete his proposal
- Commissioner Graham spoke about doing mailings to the public
- District Chief DeBruin spoke to an email he received from Wain Harrison the Building Services Manager with the County, about the possibility of expansion here at the Kendall Station
- Discussion continued on the possibility of expansion
- District Chief DeBruin indicated he will be meeting with Wain Harrison on the 25th and he will update everyone at the next regular meeting
- District Chief DeBruin spoke about the Levy lid and how this effects the City of Sumas and suggested maybe we do their increases in increments

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - No Report
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - No Report
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is going well at Welcome

Training Division Lieutenant David Moe:

EMT Class

- Training Division Lieutenant Moe indicated the EMT class is great, we had one student drop out
- Training Division Lieutenant Moe indicated Battalion Chief Christensen has been helping out with the class
- Discussion continued on how much more in-depth this course is now, so much more to memorize and how much harder the testing is and whether the toughness of class really produces a better EMT or not

Emergency Vehicle Incident Prevention (EVIP) Class:

- Training Division Lieutenant Moe indicated that the first EVIP Class went well and another one will be scheduled soon

Ongoing Training and Evaluation Program (OTEP) Training:

- Training Division Lieutenant Moe spoke to how OTEP Training has gone from group training to more individual online training
- Discussion continued on how to balance it with group as well as individual training

District Chief Jerry DeBruin:

Hose and Fittings:

- District Chief DeBruin spoke again to the hose and fittings that are still available
- District Chief DeBruin indicated he will check into this again about possibly purchasing them

T92 Accident:

- Commissioner Graham asked about the insurance and if any decision was made on the vehicle yet
- District Chief DeBruin indicated it looks like they are leaning towards totaling the vehicle but no decision as of yet had been made

Army Truck:

- District Chief DeBruin indicated that this vehicle might be ready in May to put in service

Dry Summer:

- District Chief DeBruin expressed concerns about the upcoming summer if it proves to be a dry one and what impact that will have on them as a district
- Commissioner Bjornstad is concerned with all the logging debris left after a logging operation has taken place

Firewise Program:

- District Chief DeBruin spoke about the Firewise Program (*a local program for fire safety by involving the community to take part in taking individual responsibility for preparing their homes from the risk of wildfire*)
- Discussion continued on the pros and cons of this program

Extra Vacuum Mattresses:

- District Chief DeBruin mentioned we now have four more vacuum mattresses so one should always be available for use

New Business:

- Commissioner Graham indicated he was at a meeting where Dr. David Lynch from the Chuckanut Health Foundation spoke to how he wants to do more public education for awareness of early signs of stroke

CPR Classes:

- Commissioner Bjornstad heard from the community that the public offered CPR Classes went well

Good of the Order:

- District Chief DeBruin mentioned the passing of Randolph Scott a former district volunteer and was a key figure in Emergency Medical Services (EMS) system for Whatcom County

Meeting adjourned at 6:25 PM.

Another Special Meeting has been called at Kendall Station on March 24, 2015 at 5:00 PM to continue discussion on Levy Lid

The next regular meeting will be at Kendall Station on April 14, 2015 at 7:00 PM

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson