



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
January 8, 2019**

PRESENT: Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, District Chief Jerry DeBruin, Training Officer David Moe, Battalion Chief Jay Van Middendorp, Battalion Chief Denise Christensen, and District Administrator Jo Olson

ABSENT: Commissioner Chris Moe and Battalion Chief Frank Cain Jr.

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 \$34,875.12
- Payroll in the amount of \$39,454.00

Hand Outs:

- Bank of the Pacific Report
- Monthly Incident Reports

December's Treasurers No Report:

- Report not available but read current totals from the Treasurer's office
- FD #14 Expense (714) cash \$197,746.14
- FD #14 (714) Investments \$172,764.28
- FD #14 Reserve (71420) investments \$486,407.52

Bank of the Pacific Statement:

- Beginning Balance (12/01/2018) \$8,334.98
- Deposits/Misc. Credits 18 \$30,576.50
- Withdrawals/Misc. Credits 4 \$28,876.84
- Ending Balance (12/31/2018) \$10,034.64

Kendall Loan Cost Transfer:

- Commissioners agree NOT to transfer \$15,000 from the 714 account to the 71420-reserve account

Old Business:

New Ambulance:

- Ambulance will not be ready mid-January, hopefully February
- Transfer of funds from 71420 account to expense fund account was discussed

Lifepak Units:

- Training Officer Moe noted we are using them and all is going great

Paid Family & Medical Leave:

- District Admin. Olson noted it appears to be on schedule but will touch base with Wells Fargo

Audit:

- Discussion on the exit audit conference
- Noted as a successful audit

Welcome Station Outside Lights:

- Training Officer Moe indicated we are still waiting for the repair to happen
- Training Officer Moe said he will check how close they are to coming and looking at the light issues
- Commissioner Bjornstad asked if the light issue at Kendall Station can be addressed as well
- Training Officer Moe indicated yes, we will address that issue
- Discussion continued on lighting

Kendall Remodel:

- District Chief DeBruin indicated the company he and Commissioner Moe were working with has not responded
- District Chief DeBruin said he and Training Officer Moe are checking out another place in Chehalis, Washington
- District Chief DeBruin noted Tony Freeland is working with us on a change order
- District Chief DeBruin indicated we will still need a new building permit
- Discussion continued

Bunker Gear:

- Training Officer Moe says it will be here in the spring

New Business:

- No new business

Training Officer David Moe:

Rescue HUB Training Program:

- Training Officer Moe indicated the district is starting with a new computer training program
- District Chief DeBruin and Training Officer Moe spoke to the improvements this new program will offer for training
- District Chief DeBruin noted some issues in the past and how this new training program might help address any past issues

EMT class in January:

- Training Officer Moe mentioned the upcoming EMT class in January

Nitrous Oxide:

- Training Officer Moe noted the nitrous oxide training starts in a few weeks

New Policy and Updates:

- Training Officer Moe noted he will be reviewing a few policies such as training attendance and updating them as needed
- Training Officer Moe will create a new policy for nitrous oxide

ImageTrend Rollout:

- Training Officer Moe spoke about the rollout for ImageTrend

District Chief DeBruin:

No Green light Policy:

- District Chief DeBruin and Training Officer Moe spoke about the No Green light policy
- Discussion continued

EOB Meeting:

- District Chief DeBruin asked Commissioner Graham when the date of the next EOB meeting
- Commissioner Graham indicated March 13, 2:00-3:00PM, conference room 514

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Battalion Chief Van Middendorp indicated all is well with Sumas Station

- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - Battalion Chief Cain Jr. absent

- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen asked about the possibility of fueling up at the 76 Station in Deming once the new diesel pumps are put in
 - District Chief DeBruin said he will check into fueling up there once the pumps are completed
 - Battalion Chief Christensen indicated that will be so much nicer than having to come out to Kendall to fill up the rigs

Good of the Order:

- Commissioner Bjornstad noted what a great job our district volunteers did up at the Resource Center during the last storm with our power outages
- District Chief DeBruin agreed.

Regular Meeting adjourned 5:47PM

The next regular meeting will be at Kendall Station on February 12, 2019 at 5:00 PM

Commissioner-Chair, RobRoy Graham

Commissioner, Leonard Bjornstad

Commissioner, Chris Moe

District Administrator, Jo Olson