

MINUTES
SAN JUAN COUNTY FIRE DISTRICT #4
BOARD OF COMMISSIONERS
Regular Meeting
May 19, 2020

Chair Rebecca Smith called the Regular meeting of the Board of Fire Commissioners for SJCFD #4 to order at 4:00 P.M. The remote meeting was held by video through ZOOM conferencing.

Those present were Commissioners Rebecca Smith and Duane Bordvick, Phil Paige, Chief Jim Ghiglione, and staff Barbara Christensen.

Guests: Iris Graville, Hospital District staff.

Commissioner Paige requested that a discussion for a five person Fire District Board be added to the June agenda. It was agreed by all to have the item added to the June agenda.

There being no requests to modify the current agenda, Commissioner Bordvick made a motion to approve the agenda as presented. Commissioner Paige making the second, all in favor, motion passed.

PROCEDURAL ITEMS

There was no **Public Input**.

There was no **Correspondence**.

There being no discussion, Commissioner Paige made a **motion** to approve the **Regular Meeting Minutes** of **April 21, 2020**, as submitted. Commissioner Bordvick making the second, all approved, motion passed.

A brief discussion was held regarding Dr. Corsa invoice and training, no action taken.

Commissioner Bordvick made a **motion** to approve the April, 2020 **vouchers** for \$31,280.85 and the May 2020 **staff payroll** for \$38,649.91. Commissioner Paige making the second, all approved, motion passed.

REPORTS

The Chief's Report, Fire Suppression, EMS, Revenue/Expense Reports were reviewed. Some of the highlights were:

- The call volumes for EMS responses are up 15%, fire is down 54%.
- Chief Ghiglione has drafted letter to the community thanking them. Will post on District website and Lopez Rocks.
- Chief Ghiglione has also drafted a letter to the EMS' for the Commissioners to sign. The letter will be emailed and mailed.
 - Fire drills have resumed and are going well.
 - Funding from Department of Ecology is not expected until 2021.
- Budget status; property taxes are in line with previous year. Expenses are also in line with previous year with the exception of EMS reimbursement and paramedic overtime.

Commissioner Paige inquired of Chief Ghiglione regarding the Lifepak 15 purchase. Chief Ghiglione responded that it is with a Stryker contract and has a 0% finance charge.

Chief Ghiglione will be preparing a maintenance schedule for apparatus. He will check with the County to see if they would be able to perform maintenance on our equipment and what the fees would be.

Chief Ghiglione is having staff compiling a list of equipment to surplus and un-repairable equipment to recycle which will be presented to the Commissioners at a later date.

UNFINISHED BUSINESS

EMERGENT CARE DISCUSSION: Still no action on this due to COVID-19.

LEVY DISCUSSION/STAFF RETREAT: On hold until retreat has been held.

CHIEF SEARCH: Chief Ghiglione suggested to the Commissioners that they consider using a recruiting firm to assist with the search, once the decision has been determined to restart the search again. Two firms were discussed, Emergency Services Inc and Prothman Company. Commissioner Paige will work with the Chief to determine costs and services available. They will report back at the June Board meeting.

Coronavirus Plan of Action/Update: We have received allotment of antibody testing for EMS staff, testing to start this week.

NEW BUSINESS

Budget education: Commissioner Smith discussed the budget process.

The first reading of the **Proposed Budget Amendment Policy** was completed by Commissioner Smith. Commissioner Paige and Bordvick approved. Second reading to occur at next meeting and if approved, adopted at July meeting.

BOARD MEMBER ITEMS

Commissioner Bordvick has concerns over personal comments coming in regarding the District Commissioners. Commissioner Paige agrees. Both declare that we need to have good relationships with partners and community. Commissioner Paige or Bordvick will attend when invited. Ms. Graville responds, the Hospital District wants our Commissioners to feel comfortable to attend Hospital District meetings and assures the Commissioners that they too want to work together and that it is important to have a collaborative relationship. She will look into the incident from last month which the Commissioners reported on this evening.

Chair Smith adjourned the regular meeting at 5:35 P.M.

NEXT MEETING: JUNE 16, 2020