

PORT LUDLOW FIRE & RESCUE
a.k.a. JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3
BOARD OF COMMISSIONERS
SPECIAL & REGULAR MEETINGS
April 25, 2000

A G E N D A

CALL to ORDER the SPECIAL MEETING for the Purpose of Reviewing the District's Insurance Policy & Premium Marcus Boguslawski, VFIS Representative	6:00 p.m.
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ADJOURN the SPECIAL MEETING at 6:45 p.m.

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| I. | CALL TO ORDER the REGULAR MEETING | 7:00 p.m. |
| II. | CALL FOR APPROVAL OF MINUTES | TAB 1 |
| | A. April 11, 2000, Regular Meeting Minutes | |
| III. | FINANCIAL REPORT | |
| | A. Call for Approval of Vouchers | TAB 2 |
| IV. | FIRE FIGHTERS ASSOCIATION &/or LOCAL 3811 | |
| V. | CHIEF'S REPORT (written report, Chief Kier unable to attend) | TAB 3 |
| VI. | Station #31 Progress Report | |
| VII. | 1996, 1997, 1998 State Audit Exit Interview Report | |
| VIII. | Annual Banquet Resolution | TAB 4 |
| IX. | E911 User Group Report | |
| X. | E. Jefferson County Fire Service Consolidation of Services Study
(Regular Meeting format will become a workshop format at 7:30 p.m. for
the purpose of gathering input from all District #3 members) | |
| XI. | CALL for ADJOURNMENT | |

PORT LUDLOW FIRE & RESCUE
a.k.a. JEFFERSON COUNTY FIRE DISTRICT NO. 3
BOARD OF COMMISSIONERS
Regular Meeting Minutes
April 25, 2000

CALL TO ORDER:

Chair Flaherty called the April 25, 2000, Regular Meeting of the Board of Commissioners for Port Ludlow Fire & Rescue, a.k.a. Jefferson County Fire District No. 3 to order at 7:10 p.m. at Station 31, located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner Bob Flaherty, Commissioner Herb Stowe, Commissioner Roy Raudebaugh, Commissioner David Wheeler, and Commissioner Robert Pontius. Also present was District Secretary Arlene Obtinario. Chief Kier was out-of-town due to a death in his family.

CALL FOR APPROVAL OF MINUTES:

Chair Flaherty called for the approval of the April 11, 2000, Regular Meeting Minutes. **MOTION:** Commissioner Raudebaugh moved to approve the Meeting Minutes as presented. Commissioner Stowe seconded the motion. The motion carried unanimously.

FINANCIAL REPORT:

Chair Flaherty called on Commissioner Stowe for review of the vouchers for payment and it was stated that Commissioner Raudebaugh had reviewed the bills; the vouchers total \$2,324.68 (Voucher Numbers 173 – 184) Fire OPS \$2,199.70 Fire NON-OPS \$0 and EMS OPS \$124.98, EMS NON-OPS \$0. **MOTION:** Commissioner Raudebaugh moved to approve payment of the vouchers as presented. Commissioner Stowe seconded the motion. The motion carried unanimously.

FIRE FIGHTERS ASSOCIATION &/or LOCAL 3811: No one present to report.

CHIEF'S REPORT: Chief Kier's written report was circulated and Chair Flaherty directed the Board to hold their questions for the Chief until he could be present. Commissioner Raudebaugh asked if Chief Kier's request to attend the Region 1 Fire and Life Safety could be on the agenda for the next Board meeting.

Station #31 Progress Report Chair Flaherty reported that Slagle has not offered any sort of verbal estimate on the potential salvage of the existing building; reported that he had also contacted Leavitt (spelling?); Commissioner Raudebaugh reported that he and Chair Flaherty had 4 meetings set to interview lending agencies; Commissioner Wheeler indicated that he would give Commissioner Raudebaugh a contact at American Marine Bank; and the pre-app meeting with the County is set for May 12th.

1996, 1997, 1998 State Audit Exit Interview Report Chair Flaherty reported that he, Commissioner Raudebaugh (Chairman of the audited years), Chief Kier and District Secretary Obtinario met with two State Auditors for the Exit Interview and District #3 was issued a clean audit. Chair Flaherty complimented the District Secretary for her work in ensuring such. He also stated that the District #3 members verbally filed a complaint with the State Auditor, via his 2 representatives, with regard to no notification of the substantial budgetary impact on both our 1999 and 2000 operations budgets.

ANNUAL BANQUET RESOLUTION NO. 2000-02 Chair Flaherty explained that one of the requests of the State Auditor is for the Fire District to have a Resolution on file authorizing the expenditure of District funds for an annual banquet. **MOTION:** Commissioner Raudebaugh moved to adopt Resolution No. 2000-02 Authorization to Expend District Funds for an Annual Banquet. Commissioner Stowe seconded the motion. The motion carried.

E911 USER GROUP REPORT D. S. Obtinario reported that Chief Kier had attended the first meeting of the E911 User Group; she had attended to take the notes; David Goldsmith is chairing the User Group; assigned several task forces to bring ideas and concerns back to the May meeting; and is anticipating a formal report from the User Group to the County Commissioners within 6 months.

E. JEFFERSON CO FIRE SERVICE CONSOLIDATION of SERVICES STUDY Chair Flaherty dispensed with the normal meeting agenda in order to conduct a workshop-type session for all District #3 members at 7:33 p.m. D.S. Obtinario circulated Chief Kier's recommendations for the C of S study for review (attached with these Minutes); Commissioner Raudebaugh and Stan Thalberg informed the body that the Board would need to formally establish District #3's level of commitment to the C of S study.

Chair Flaherty reviewed the notes prepared by Chief Kier and solicited input from all attendees on each subject.

Lt. Ben Andrews, F.F. Association President Mike Peters, Volunteer FF Stan Thalberg, and Sleeper-Volunteer FF Leroy Ray were in attendance at the start of the discussion session.

Comments were as follows: "put the aces in their places" and split responsibilities; divide up meeting attendance, EMS vs. fire; Commissioner Raudebaugh stated that if more than 2 fire districts go together, then the management possibilities become even greater; also purchasing of equipment and apparatus and supplies; share hose for example.

Resident-Volunteer FF Amber Armstrong entered the meeting at 7:45 p.m.

Comments continued: Ben Andrews stated that it would be ideal to have the training officers be the planners and coordinators and have specialized instructors and combine with other districts/agencies to reduce duplication.

Immediate Past- FF Association President Bill Fulton entered the meeting at 7:47 p.m.

Stan Thalberg said fire districts would be familiar with each other and each other's operations when the districts have to respond for mutual aid. He went on to read Chief Kier's notes (attached) and stated that "#1. Operational consolidation with Fire Districts 1 & 3 through the Medic 13 Interlocal" and "#2. Work towards an operational consolidation with all interested Fire Service Organizations. Look at all areas of possible consolidation throughout the entire Fire Service taking." are two separate issues and that Districts #1 & #3 seem to be the easier first steps.

Career FF Wicus McGuffey entered the meeting at 7:49 p.m.

Commissioner Raudebaugh stated that he feels the City of Port Townsend is a valuable group to come into the scenario; the City has a ladder truck and paramedics.

Chair Flaherty asked the attendees if they want to go ahead with their input.

Bill Fulton asked what about including Poulsbo – what about a broader scale?

Commissioner Wheeler said he feels the items stipulated by the Chief are excellent and that Jefferson County can't expect to stay 6 little fire districts.

Bill Fulton said he has not attended training at Station #11, but District 1's training schedule has been on District #3's training schedule for 2 years; he has not actually attended training at District #1, but Districts 1 & 3 already do mutual aid. He stated that he is for bringing fire fighters together, not apart.

Ben Andrews stated that Districts 1 & 3 have matured to a point to have quality departments; hired employees, established training programs; all 6 E. Jefferson Co. Fire Districts together are smaller than some East coast departments so a consolidation is manageable; the desire is to eliminate duplication. Could be more efficient and provide better service for the dollar. Level and quality of service and safety for the fire fighters goes up. Example: 6 districts dealing with breathing apparatus, 6 separate fit kits, 6 different people maintaining BA's, etc. Also agrees that Districts #1 & #3 is the first logical step.

Stan Thalberg asked if it is politically correct to have the District #3 Board limit their consolidation of services study to just District #1. Stan asked the Board to look at Districts 1 & 3 as the initial step and not rule out looking at all agencies.

Commissioner Raudebaugh agreed. Stated for an example, that District #2 might only want the insurance consolidation to get better rates.

Commissioner Wheeler stated Districts 1 & 3 are the most obvious; have already started through the MEDIC 13 program, but agreed that the Board would need to listen to all Districts.

Stan Thalberg stated that Port Townsend City Councilman Joe Finney made it very clear that the City would be back at the next consolidation of services study group meeting.

Ben Andrews cautioned to not get bogged down with agencies that aren't really going to move forward; don't let the naysayers speak for the 'green light'.

Bill Fulton stated there is a need to have more communication from other districts.

Stan Thalberg clarified that there is a committee already formed; he is the Port Ludlow FF Association rep; he can be contacted at any time; the meeting is open for observers; these meeting notes would be circulated, probably mailed to each member; and the study group meeting is the first Wednesday of each month, 7:00 p.m. at Station #11.

Wicus McGuffey verified that each district member would receive a copy of the study group notes and D.S. Obtinario assured him that she would take the responsibility for sharing information with all District #3 members.

Commissioner Pontius asked the attendees, "How do you feel? Should we proceed?"

Mike Peters responded that he thinks so. He went on to say there would be more in-depth training, more people responding for calls, and more types of equipment for all departments.

Commissioner Raudebaugh agreed and mentioned that District #3's air unit is at Station #11 and with it comes 1 or 2 more fire fighters from Chimacum when Port Ludlow needs the unit at a call.

MOTION: Commissioner Raudebaugh moved to proceed with the details of consolidation of Fire Districts 1 & 3 and to further proceed with operational consolidation with all interested fire service organizations. Commissioner Pontius seconded the motion. Chair Flaherty called for discussion of the motion. There was not further discussion. Chair Flaherty called upon each Commissioner's individual vote for the record. Commissioner Robert Pontius voted in favor of the motion. Commissioner David Wheeler voted in favor of the motion. Commissioner Herb Stowe voted in favor of the motion. Commissioner Roy Raudebaugh voted in favor of the motion. Commissioner Robert Flaherty voted in favor of the motion. THE MOTION CARRIED WITH A UNANIMOUS VOTE.

Chair Flaherty and the full Board of Commissioners thanked the fire fighters for attending the meeting and for their valued input.

ADJOURNMENT: Chair Flaherty called for adjournment at 7:33 p.m.

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

Signed:

By: Robert Flaherty
Commissioner Robert Flaherty, Chairman

By: Herb Stowe
Commissioner Herb Stowe, Vice-Chair

By: Roy Raudebaugh
Commissioner Roy Raudebaugh

By: David L. Wheeler
Commissioner David L. Wheeler

By: Robert V. Pontius
Commissioner Robert V. Pontius

ATTEST:

By: Arlene F. Obtinario
Arlene F. Obtinario, District Secretary