

Jefferson County Fire Protection District No. 3
Board of Commissioners
SPECIAL MEETING
May 30, 2002
A G E N D A

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|--------------|--|----------------------|------------------|
| I. | <u>Call to Order</u> | Chair Pontius | 9:00 a.m. |
| II. | Flag Salute | | |
| III. | Public Comment | | |
| IV. | State Purpose of the Special Meeting is to (1) review, edit, and adopt the SOG Introduction and Series 1000 of the new policy manual; (2) review, edit, and adopt the 2001 Annual Report; and (3) review and determine equipment, apparatus, and/or staffing needs. | | |
| V. | SOG Introduction and Series 1000 Review, Edit, Adopt | | |
| VI. | 2001 Annual Report Review, Edit, Adopt | | |
| VII. | Equipment/Apparatus/Staffing Needs | | |
| VIII. | Good of the Order; Questions and Answers | | |
| IX. | Call for Adjournment | | |

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3
a.k.a. Port Ludlow Fire and Rescue
BOARD of COMMISSIONERS
Special Meeting Minutes
May 30, 2002

CALL to ORDER:

Chairman Commissioner Robert Pontius called the Special Meeting of May 30, 2002, of the Board of Commissioners of Jefferson County Fire Protection District No. 3, a.k.a., Port Ludlow Fire and Rescue, to order at 9:12 a.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner Robert Pontius, Commissioner David Wheeler, Commissioner Gene Carmody, and Commissioner Howard Morse. Also present were Chief Wayne Kier and District Secretary Arlene Obtinario.

Commissioner Tim Bangle was not present; out-of-the country.

FLAG SALUTE Chair Pontius led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

PUBLIC COMMENT: Chair Pontius called for public comment and received no response.

PURPOSE of the SPECIAL MEETING:

Chair Pontius stated the purpose of the Special Meeting is to (1) review, edit, and adopt the SOG Introduction and Series 1000 of the new policy manual; (2) review, edit, and adopt the 2001 Annual Report; and (3) review and determine equipment, apparatus, and/or staffing needs.

Chief Kier circulated corrections submitted by D.S. Obtinario with reference to current RCW's and meeting Agenda format. Chair Pontius began the review process and it was agreed that draft policies requiring more clarification would be pulled for clarification and simple edits would be recorded and completed by Chief Kier on the master document.

RECESS Chair Pontius called for a brief recess of the Open Public Meeting at 10:25 a.m. Chair Pontius called the Special Meeting back to order at 10:37 a.m.

During the policy review process, Commissioner Wheeler expressed concern that the lengthy process would preclude the Board from discussing the other Agenda items, so by consensus, the Board stopped their policy review process and moved to Agenda Item VII, Equipment/Apparatus/Staffing Needs.

Chief Kier stated that he wants to stay with the apparatus plan while keeping in mind the staffing need of A-shift. He reminded the Board that the lieutenant exam, set for November, is a financial obligation and the chassis and engine availability because of the new EPA ruling creates another issue. Chief Kier said he believes we need the apparatus bids in order to determine availability of funds for hiring someone to fill the vacancy on A-shift. He mentioned that in order to test for the vacancy, the actual hiring would probably be sometime in November. He stated that if Fire #3 hires a known individual for the vacancy, hiring could happen within weeks. Commissioner Morse asked Chief Kier if the Board would be criticized for not hiring as soon as possible and Chief Kier said he really couldn't offer definitive guidance for that question.

MOTION: Commissioner Morse moved to hire a fire fighter/paramedic to fill the current vacancy. Commissioner Carmody seconded the motion. Chair Pontius called for discussion of the motion. Question was called. Chair Pontius called for a vote on the motion. The motion carried unanimously.

Lt. Brian Soete asked if Commissioner Morse's motion should include the word "preferably" hire. **MOTION:** Commissioner Wheeler moved to revisit the Motion. Commissioner Morse seconded the motion. Chair Pontius called for discussion of the motion. General discussion followed regarding whether or not the Commissioners thought the word "preferably" should be in the language of the Motion. Question was called. Chair Pontius called for a vote on the motion. Commissioners Wheeler and Morse voted in favor of the motion to revisit the Motion. Commissioners Pontius and Carmody voted against the motion to revisit the Motion. Chair Pontius declared a tie-vote on the motion to revisit the motion. No further action was taken.

Chair Pontius directed staff to provide financial information depicting the impact of hiring a fire fighter/paramedic for the next Board meeting and he stated it is the intent of the Board to hire as soon as possible.

Chair Pontius called for attention to Agenda Item VI. 2001 Annual Report Review, Edit, Adopt. **MOTION:** Commissioner Carmody moved to adopt the 2001 Annual Report as edited. Commissioner Wheeler seconded the motion. Chair Pontius called for discussion of the motion. Question was called. Chair Pontius called for a vote on the motion. The motion carried unanimously.

MOTION: Commissioner Wheeler moved to authorize staff to purchase up to one (1) dozen formally printed copies of the 2001 Annual Report. Commissioner Morse seconded the motion. Chair Pontius called for discussion of the motion. Question was called. Chair Pontius called for a vote on the motion. The motion carried unanimously.

RECESS Chair Pontius called for a brief recess at 11:20 a.m. Chair Pontius called the Special Meeting back to order at 11:30 a.m. Chair Pontius called for a return to the policy review process. Chief Kier left the meeting at 11:45 a.m.

The Board agreed to stop the policy review process at Policy #1511 and Chair Pontius directed D.S. Obtinario to place the Series 1000 Review, Edit, Adopt as the last item on the June 11th Regular Meeting Agenda.

GOOD of the ORDER; QUESTIONS and ANSWERS None.

ADJOURNMENT:

Chair Pontius called for adjournment at Noon.

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

Signed:

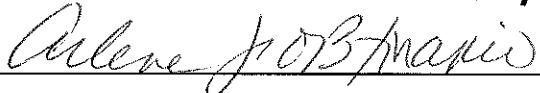
BY: 
Commissioner Robert Pontius, Chairman

BY: 
Commissioner Howard Morse, Vice-Chairman

BY: 
Commissioner Eugene Carmody

BY: 
Commissioner David Wheeler

BY: _____ NOT PRESENT _____
Commissioner Timothy Bangle

ATTEST: By:  Arlene F. Obtinario, District Secretary