

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3
a.k.a. Port Ludlow Fire and Rescue
BOARD of COMMISSIONERS
Special Meeting Minutes
July 15, 2002

CALL to ORDER:

Chairman Commissioner Robert Pontius called the Special Meeting of July 15, 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 9:05 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, Commissioner Howard Morse, and Commissioner Tim Bangle. Also present was District Secretary Arlene Obtinario.

Chief Wayne Kier was not present; on vacation.

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/or adopt the SOG Introduction and Series 1000 of the new policy manual; (2) review and decide the disposition of delinquent ambulance transport bills; and (3) review and/or adopt proposed bylaw revisions for the Emergency Medical Services and Trauma Care Council of Eastern Jefferson County.

Chair Pontius called for Agenda Item **Delinquent Ambulance Transport Bills** Chair Pontius explained there are 4 delinquent accounts; stated D.S. Obtinario had submitted her recommendations for disposition to the Finance Committee (Commissioners Pontius and Wheeler) based on the collection activities of our ambulance transport billing company, Systems Design; and Chair Pontius proceeded to review each account. **MOTION:** Commissioner Pontius moved to write-off \$15.83 due to a filed bankruptcy. 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. Motion carried unanimously.

MOTION: Commissioner Pontius moved to write-off \$40.16 due to an elderly, Medicare patient's financial hardship. 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. Motion carried unanimously.

MOTION: Commissioner Pontius moved to send \$670.00 to collections because the patient promised to make payments and has failed to keep her word. 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. Motion carried unanimously.

MOTION: Commissioner Wheeler moved to send \$52.00 to collections because the patient promised to make payments and has failed to keep his word. Commissioner Pontius seconded the Motion. Chair Pontius called for discussion of the Motion. Question was called. Chair Pontius called for a vote on the Motion. Motion carried unanimously.

Chair Pontius called for the **SOG Introduction and Series 1000 Review, Edit, Adopt** Agenda item. Chair Pontius began the review at Policy No. 1441, where the Board left off from the previous review session.

RECESS Chair Pontius called for a brief recess of the Open Public Meeting at 10:06 a.m. Chair Pontius called the Special Meeting back to order at 10:13 a.m. at which time Chair Pontius continued the Series 1000 policies review.

RECESS Chair Pontius called for a brief recess at 11:09 a.m. Chair Pontius called the Special Meeting back to order at 11:09 a.m. Chair Pontius called for a return to the policy review process. It was noted the Fire Chief's job description would be reviewed under Section 2000 PERSONNEL.

Chair Pontius called for **Proposed Bylaw Revisions/EMS Council** Agenda item. Commissioner Morse reported the proposed bylaw revisions are in committee at present; it is his recommendation that no individual or interested party be excluded from the policy making, but he recommends that the voting members be the paying agencies only.

RECESS Chair Pontius called for a brief recess at 12:21 p.m. Chair Pontius called the Special Meeting back to order at 12:24 p.m. Chair Pontius called for a return to the policy review process.

MOTION: Commissioner Morse moved to transfer Policy No. 1520B, Position Description – District Fire Chief, to the 2000 Personnel series. 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.

GOOD of the ORDER; QUESTIONS and ANSWERS Chair Pontius announced a Special Meeting of the Jefferson County Fire Commissioners & Secretaries Association scheduled for July 18th, 7:00 p.m. at District #2 for the purpose of selecting the E911 JeffCom Board representatives.

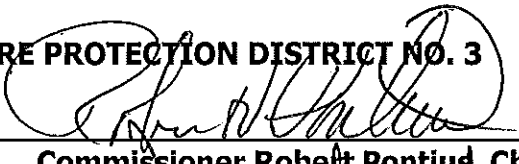
Commissioner Morse reported that the E911 consultant, Steve Reinke, is meeting with the County Commissioners today.


ADJOURNMENT:

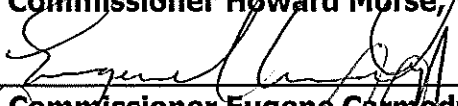
Chair Pontius called for adjournment at 12:37 p.m.


JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

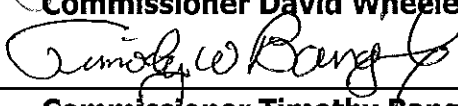
Signed:

BY: 
Commissioner Robert Pontius, Chairman

BY: 
Commissioner Howard Morse, Vice-Chairman

BY: 
Commissioner Eugene Carmody

BY: 
Commissioner David Wheeler

BY: 
Commissioner Timothy Bangle

ATTEST: By:  Arlene F. Obtinario, District Secretary