

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
June 8, 2004

CALL TO ORDER:

Chairman Commissioner Gene Carmody called the Regular Meeting of June 8, 2004, of the Board of Commissioners for Jefferson County Fire District No. 3, a.k.a. Port Ludlow Fire and Rescue, to order at 7:00 p.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner Eugene Carmody, Commissioner David Wheeler, Commissioner Bill Hansen, and Commissioner Mike Porter. Also present were CFO/District Secretary Arlene Obtinario, NKFR Chief Paul Nichol, NKFR Assistant Chief Dan Smith, and NKFR Community Services Technician Michele Laboda.

Commissioner Robert Pontius entered the meeting at 7:15 p.m.

Not Present: Chief Wayne Kier, out-of-town on vacation.

CALL for the FLAG SALUTE:

Chair Carmody lead the assembly in the Pledge of Allegiance to the Flag of the United States of America.

CALL for MOMENT of SILENCE:

Chair Carmody called for a moment of silence in remembrance of our 40th US President, the late and honorable President Ronald Reagan.

CALL for APPROVAL of the AGENDA:

Chair Carmody called for Approval of the Agenda. **MOTION:** Commissioner Porter moved to approve the Agenda as presented. Commissioner Hansen seconded the Motion. Chair Carmody called for discussion of the Motion. Question was called. Chair Carmody called for a vote on the Motion. The Motion carried unanimously.

INTRODUCTION of North Kitsap Fire & Rescue guests & Consolidation

Discussion: Chair Carmody introduced Chief Paul Nichol, Assistant Chief Dan Smith, and PIO Michele Laboda. Chair Carmody stated that he's a little concerned about maintaining focus. Chief Nichol reported that he and his staff had nothing formal to present, but would be willing to attempt to answer questions and concerns. Chair Carmody said he believes the biggest hurdle is to get the two Boards on the same page and that all presentations include costing-out. Chief Nichol said that the last joint meeting was to determine whether or not the Boards would authorize staff to proceed with the consolidation plans in order to gather hard numbers and to prepare a budget for 2005 in a total consolidation process. Commissioner Wheeler said there is a need to join all factions in order to make it work. Chief Nichol said it is the Chiefs' understanding that the hard numbers are not only restricted to a

training budget, but to an overall budget. Commissioner Porter reminded everyone that the Joint Boards agreed to an overall, joint budget to be prepared by November and consolidated at the first of the year. Chief Nichol suggested there be 1 or 2 Joint Board meetings instead of the individual meetings with the possibility of a shared district secretary. **Commissioner Pontius entered the meeting at 7:15 p.m.** Chair Carmody said that he thought the Chiefs and administration would be under an interlocal for 6 months. Chief Smith explained that the consolidation plan is an operational plan and uses existing titles only because there are actual people with titles, but it really is about resource allocations. Commissioner Hansen said he's not clear on what functions can be combined and stated that he is not interested in titles. Chief Nichol said the plan looks beyond the Chiefs, secretarial divisions, and training divisions to include the volunteers and the unions. Chair Carmody said that he and NKFR Chair Denson have talked and agree that the two (2) Boards need to hold a Special Meeting to talk over all the perceptions and to validate that all the commissioners are on focus. Commissioner Porter said there was a favorable vote at the last Joint Board meeting to proceed with committees to identify the functions. Commissioner Wheeler asked if JEFF COM would be affected by this consolidation effort and Chief Smith replied that dispatch would continue as is. Chair Carmody suggested a five-year budget for planning. Chief Nichol said that NKFR has postponed their lid lift because there is a story to tell, but NKFR does not want their story tainted by I684. Commissioner Hansen urged the need to get back to the basic framework of identifying how the fire districts can work together. Chief Nichol said the Chiefs desire to continue with the understood purpose of inclusion of NKFR, 3 and 1 and said it would be easier to do if the 3 Boards form a joint board. Chiefs Nichol and Smith suggested the commissioners form committees, but Chair Carmody said he is more interested in meeting as full boards to discuss the philosophical issues related to the consolidation effort. Commissioner Wheeler suggested the commissioners might be more comfortable with a 4 – 5 hour retreat setting and went on to state that he believes the goal is better service, and better coverage without double cost to the taxpayers, which creates the need to look at consolidation. Commissioner Hansen said he supports the workshop forum. Chair Carmody asked CST Laboda about the need to identify one point person from each fire district as her PIO contact. Michele explained that a committee, with representation from each district, should be formed in order to work on the press releases and to work on "the messages" to enable a focus throughout the process. Commissioner Pontius commented on the difficulty to express opinions on issues when so many entities are in attendance and he stated that he has asked four times for the costs and still has no answers. Chief Nichol stated that the Chiefs are forming committees to work on the tasks and costs with the intent to report back to the commissioners in August with hard numbers. Commissioner Porter asked if Port Gamble is in a fire district and Chief Nichol replied that Port Gamble has annexed into Kitsap 18 (Poulsbo).

CALL for RECESS:

Chair Carmody called for a Recess of the Open Public Meeting at 8:17 p.m.

CALL back to ORDER:

Chair Carmody called the Regular Meeting back to Order at 8:26 p.m.

CALL for APPROVAL of MINUTES:

Chair Carmody called for the Approval of the May 11, 2004 Regular Meeting Minutes

MOTION: Commissioner Hansen moved to approve the May 11, 2004 Regular Meeting Minutes as presented. Commissioner Porter seconded the Motion. Chair Carmody called for discussion. Question was called. Chair Carmody called for a vote on the Motion. The Motion carried.

CALL for PUBLIC COMMENT:

Chair Carmody called for Public Comment. There was no response.

FINANCIAL REPORTS:

Vouchers: Commissioner Carmody reported that he had reviewed the bills and they total \$28,419.44. **MOTION:** Commissioner Wheeler moved to approve payment of the vouchers totaling \$28,419.44 as presented. Commissioner Porter seconded the motion. Chair Carmody called for discussion and questions. There were no comments. Question was called. Chair Carmody called for a vote on the Motion. The amended Motion carried.

PORT LUDLOW FIRE FIGHTERS ASSOCIATION:

No one present to report.

LOCAL 3811:

No one present to report.

CHIEF'S REPORT:

Chief Kier's report was submitted in written form. Chair Carmody reported that Chief Kier has hired contractual, interim clerical help.

SUB-COMMITTEE REPORTS:

ALS Update:

Chair Carmody stated the Regular Joint BOC Meeting is Tuesday, June 15th; 7:00 p.m. at Station No. 31. Under the Other ALS topics, Arlene asked if the District 3 BOC still desires to loan her to District 1 as the Interim District Secretary and expressed her concern that she cannot be in two places at once so is carrying legal liability for the other Commission without the ability to meet with them on a regular basis. Chair Carmody stated that the District 3 Board no longer desires to loan her as District Secretary to District 1 and stated that the loan was never intended for more than a short time, but unforeseen circumstances caused the greater need.

JEFF Com Board - E911 Updates:

Commissioner Pontius reported that he had attended an E911 locator meeting and the Fire Chiefs are working on establishing dispatch screen identification for same-name streets and roads.

Consolidation:

Chair Carmody stated that NKFR and PLFR Boards of Commission would be setting a retreat/workshop Special Meeting.

Policy Manual Review Edit Adopt:

Chair Carmody signed several updated policies and passed them onto the District Secretary for distribution.

UNFINISHED BUSINESS**Chief Kier's Employment Contract:**

Chair Carmody reported that he is waiting on Chief Kier.

Board of Commissioners 2004 Goals & Objectives:

Chair Carmody stated this topic will remain on the Agenda until the review of the Strategic plan has been completed and the plan has been formally updated.

DNR Contract:

Chief Kier is working on this document as noted in his Chief's Report.

Part-time Administrative Clerk Hiring Update:

Chair Carmody reported on this topic during the Chief's Report.

Other Unfinished Business:

CFO/D.S. Obtinario thanked the Board for the opportunity to attend the National Fire Academy (NFA); stated that she had just completed the first course titled Executive Development of the 4-year Executive Fire Officer Program (EFOP); will receive credit for the course once she completes her applied research paper which is due in 6 months; reported that she was the only woman in the class and the only person from Washington State in the class; and reported that the experience of meeting and interacting with fire service leaders from all across the nation is beyond explanation. Commissioner Hansen suggested that NFA attendance be included as a growth plan for District 3 employees.

NEW BUSINESS**Seminars/Meetings:**

Chair Carmody reviewed the Meetings and Seminars listed on the Agenda.

Other NEW BUSINESS:

Chair Carmody called for other New Business and the question was asked if there had been any movement on the MED13 benefit cash outs; it was noted that Attorney Clark Snure's response indicated that the cash outs could be agreed upon by management and the Local; and FF/PM Bill Jerrell reported that Local 3811 has agreed to write a Letter of Understanding regarding this one-time event.

GOOD OF THE ORDER; QUESTIONS & ANSWERS: No response.

Executive Session:


Chair Carmody called for Executive Session at 9:15 p.m. to discuss confidential items pertaining to labor negotiations for approximately 15 minutes. CFO/D.S. Obtinario was invited to stay for the Executive Session. Chair Carmody called the Regular Meeting back to order at 9:32 p.m. Chair Carmody stated no action to be taken as a result of the Executive Session.


General discussion regarding consolidation ideas, questions, and concerns followed. No action taken. Chair Carmody stated that he and NKFR Chair Red Denson would be setting a date for the Special Meeting workshop.

ADJOURNMENT: There being no further business, Chair Carmody called for adjournment at 9:50 p.m.

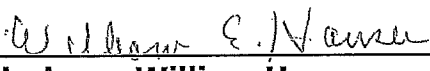
JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

SIGNED:

BY: 
Commissioner Eugene Carmody, Chairman

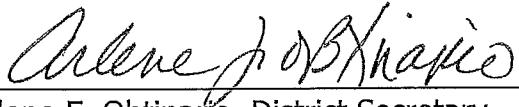
BY: 
Commissioner David Wheeler, Vice Chairman

BY: _____
Commissioner Robert Pontius

BY: 
Commissioner William Hansen

BY: 
Commissioner Mike Porter

ATTEST:

By: 
Arlene F. Obtinario, District Secretary