

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

May 10, 2005

CALL TO ORDER:

Chairman Commissioner Gene Carmody called the Regular Meeting of May 10, 2005, 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 Robert Pontius, Commissioner Bill Hansen, and Commissioner Porter. Also present was CFO/District Secretary Arlene Obtinario. NOT PRESENT: Chief Wayne Kier – out-of-town for training conference.

CALL for the FLAG SALUTE:

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

CALL for APPROVAL of the AGENDA:

Chair Carmody called for Approval of the Agenda. **MOTION:** Commissioner Wheeler moved to approve the Agenda as presented. Commissioner Porter 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.

CALL for APPROVAL of MINUTES:

Chair Carmody called for the Approval of the April 12, 2005 Regular Meeting Minutes **MOTION:** Commissioner Hansen moved to approve the April 12, 2005 Regular Meeting Minutes as presented. Commissioner Wheeler seconded the Motion. Chair Carmody called for discussion. Question was called. Chair Carmody called for a vote on the Motion. The Motion carried unanimously.

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 totaling \$53,588.68. **MOTION:** Commissioner Wheeler moved to approve payment of the vouchers totaling \$53,588.68 as presented. Commissioner Porter seconded the motion. Chair Carmody called for discussion and questions. Question was called. Chair Carmody called for a vote on the Motion. The Motion carried unanimously.

Payroll: MOTION: Commissioner Hansen moved to approve the April payroll of \$61,729.25 paid on May 5. Commissioner Wheeler 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 Motion carried unanimously.

Chair Carmody reviewed the Financial Status Reports including the 2004 Local Board for Volunteer Fire Fighters Financial Report and the Tax Collection Tracking Sheet dated April 30.

Ambulance Transport Patient Accounts Status:

MOTION: Commissioner Wheeler moved to write off as charity Patient No. 743 in the amount of \$526.00. Commissioner Porter 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.

PORT LUDLOW FIRE FIGHTERS ASSOCIATION:

Association President Beth Bishop reported that the Association met May 5th; planning a 40th anniversary barbeque at the Beach Club on July 30th; and fundraising car washes are set for July 16 and September 17 at the Village Store from 9 a.m. – 3 p.m. and the Commissioners are invited to help or sponsor.

IAFF LOCAL 3811:

President Lt. McGuffey stated nothing to report.

CHIEF'S REPORT:

Chief Kier had submitted his written report to the BOC prior to departing for his training conference and Chair Carmody encouraged the Commissioners to contact Chief Kier with any questions or comments after his return to the office.

Call for Recess: Chair Carmody called for a Recess of the Open Public Meeting at 7:17 p.m. in order to conduct the Local Board for Volunteer Fire Fighters meeting.

Call Back to Order: Chair Carmody called the Regular Meeting back to order at 7:25 p.m.

SUB-COMMITTEE REPORTS:

ALS Update:

Chair Carmody reminded the BOC of the June 21 Joint Board [Medic 13] Meeting at Station 11.

JEFFCOM

Commissioners Pontius, Wheeler and Bondurant were in attendance of the recent JEFFCOM Board meeting; everyone agreed to work toward staffing 11 dispatchers; there was discussion regarding the possible merger of Districts 1 & 6 and how the pulling together of the City of Pt. Townsend, 1 & 6 could affect the user call fee for the other users; there is no guarantee from the County Commissioners to fund two

additional dispatch positions; the cost of a dispatcher is approximately \$40,000; and Commissioner Pontius recommended the District 3 BOC consider funding one dispatcher as a way to influence the training program since there is a concern that the current training program is more law enforcement than fire. Discussion continued and Commissioner Hansen stated that the County Commissioners need to deal with funding the dispatchers because the service is not adequate and it is a countywide service. Commissioner Wheeler asked for the staffing topic to be placed on the JCFC&S Association's June agenda for discussion.

UNFINISHED BUSINESS

Local 3811 Labor Agreement:

Chair Carmody referred to Chief Kier's written Chief's Report.

Assistant Chief Hiring Update:

Chair Carmody referred to Chief Kier's written Chief's Report.

Policy Manual Re-Write:

District Secretary Obtinario read the WFCR Healthcare Commissioner retiree language for insertion into the District's retirement benefits policy as requested at the previous meeting by Commissioner Pontius.

Chair Carmody called for **Other Unfinished Business** and there was no response.

NEW BUSINESS

Seminars/Meetings:

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

2005 – 2006 District Insurance Policy Renewal:

MOTION: Commissioner Wheeler moved to renew the District's insurance coverage with VFIS through Fournier Group in the amount of \$21,155. Commissioner Hansen seconded the Motion. Commissioner Wheeler amended his Motion to include the words "or make the adjustment of higher deductibles if economically feasible". Commissioner Hansen seconded the amendment to the Motion. Chair Carmody called for discussion on the amended Motion. Question was called. Chair Carmody called for a vote on the amended Motion. The Motion carried unanimously.

Facilities Report:

Commissioner Porter reported that he had traveled the district with Chief Kier for the purpose of viewing the facilities; stated there are no major problems; Station #32 had some previous earthquake damage, but nothing has changed; Station #33 needs furniture in the Day Room and the addition of a 10' extension to the apparatus bay; and Station #31's Lt. quarters has experienced some water in the attic during severe weather and the roofing contractor has been out to work on small problems.

Chair Carmody mentioned Chief Kier's letter to the Greenbelt Committee regarding tree removal and the negative impact such an act would have on Station #31.

Edit 2004 Annual Report:

Minor edits were offered; Arlene will pass them onto Colette for inclusion.

Other **NEW BUSINESS:** Chair Carmody called for other New Business and there was no response.

GOOD OF THE ORDER; QUESTIONS & ANSWERS:

[1] Commissioner Wheeler stated that he wants to update the Sick Leave policy before hiring the new Assistant Chief.

[2] Commissioner Hansen thanked his fellow Commissioners and District Secretary for support during his presentation at the WFA Ocean Shores seminar on conducting a BOC meeting and formulating agendas.

[3] Chair Carmody stated that the Recruit Academy graduation ceremony was **OUTSTANDING!**


[4] Chair Carmody displayed the trophy from the Washington State Fire Chiefs Association Administrative Support Division for the 2005 – 2006 Administrative Support Person of the Year and reported that Arlene is the recipient of this annual state award which was presented at the Administrative Support Division’s Annual conference last week.


Executive Session: Chair Carmody called for no Executive Session.

ADJOURNMENT: There being no further business, Chair Carmody called for adjournment at 8:15 p.m.

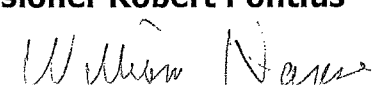
JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

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