

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS

SPECIAL MEETING MINUTES

January 17, 2007

CALL TO ORDER:

Vice-Chairman Commissioner Robert Pontius called the Special Meeting of January 17, 2007 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, and Commissioner Robert Pontius. Also present was Chief Ed Wilkerson.

Commissioners absent were Commissioner William Hansen.

Call for Approval of the Agenda

MOTION: Commissioner Wheeler moved to approve the agenda as presented. Commissioner Porter seconded the Motion. Chair Pontius called for discussion. Question called. Chair Pontius called for a vote on the Motion. Motion carried.

Levy Tax Measure Information

Chief Wilkerson introduced the Board of Commissioners. Commissioner Wheeler thanked everyone for attending the meeting.

Chief Wilkerson presented a PowerPoint Presentation as an aid to understanding the Tax Measures that would be on the February 6 ballot. A question and answer period took place.

ADJOURNMENT: There being no further business, the meeting was adjourned.

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

SIGNED: BY: not present
Commissioner William Hansen, Chairman

BY: [Signature]
Commissioner Robert Pontius, Vice Chairman

BY: _____
Commissioner Mike Porter

BY: [Signature]
Commissioner Gene Carmody

BY: [Signature]
Commissioner David Wheeler

ATTEST:
By: Colette Campbell
Colette Campbell, District Secretary

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS

REGULAR MEETING MINUTES

January 9, 2007

CALL TO ORDER:

Chairman Commissioner David Wheeler called the Regular Meeting of January 9, 2007 of the Board of Commissioners for Jefferson County Fire District No. 3, a.k.a. Port Ludlow Fire and Rescue, to order at 7:13 p.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner David Wheeler, Commissioner Robert Pontius, and Commissioner Gene Carmody. Also present were Chief Ed Wilkerson, Administrative Chief Arlene Obtinario and Administrative Assistant/District Secretary Colette Campbell.

Commissioners absent were Commissioner William Hansen and Commissioner Mike Porter.

2007 Chairman and Vice-Chair

MOTION: Commissioner Pontius moved to approve Commissioner William Hansen as the 2007 Chairman of the Board. Commissioner Carmody seconded the motion. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

MOTION: Commissioner Carmody moved to approve Commissioner Pontius as the 2007 Vice-Chairman of the Board. Commissioner Wheeler seconded the motion. Chair Wheeler called for a vote on the Motion. The Motion carried unanimously.

Chair Wheeler passed the gavel to Vice-Chair Pontius, as Chair Hansen was excused from the meeting for personal reasons.

CALL for the FLAG SALUTE:

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

CALL for APPROVAL of the AGENDA:

Chair Pontius called for Approval of the Agenda. **MOTION:** Commissioner Wheeler moved to approve the Agenda. Commissioner Carmody seconded the Motion. Chair Pontius called for discussion of the Motion. Question called. Chair Pontius called for a vote on the Motion. The Motion carried unanimously.

CALL for APPROVAL of MINUTES:

Chair Pontius called for the Approval of the December 12, 2006, Regular Meeting Minutes. **MOTION:** Commissioner Wheeler moved to approve the December 12, 2006 Regular Meeting Minutes. Commissioner Carmody seconded the Motion. Chair Pontius called for discussion. Question called. Chair Pontius called for a vote on the Motion. The Motion carried unanimously.

Consent Agenda:

MOTION: Commissioner Carmody moved to approve the Consent Agenda. Commissioner Wheeler seconded the motion. Chair Pontius called for discussion and questions. Commissioner Carmody asked that the Snure Saturday Seminars be added to the list of meetings. Question called. Chair Pontius called for a vote on the Motion. The Motion carried unanimously.

Ambulance Transport

Chair Pontius noted the November and December Ambulance Transports were available for review.

CALL for PUBLIC COMMENT:

Chair Pontius called for Public Comment. No responses.

PORT LUDLOW FIRE FIGHTERS ASSOCIATION:

Association President Rodney Gregory stated he had nothing to report.

IAFF LOCAL 3811:

No report.

CHIEFS REPORT:

Chief Wilkerson gave an overview of his written report.

2007 Sub-Committee

Chair Pontius tabled discussion on the 2007 Sub-Committees until February, when Chair Hansen would be available.

SUB-COMMITTEE REPORTS:

JEFFCOM

Commissioner Pontius reported the Tech Committee made a recommendation for a Project Manager to be hired. Greentree Communications is moving forward with an interim contract, which will be overseen for quality control. Commissioner Pontius recalled that during the formation of JeffCom, District 3 agreed to pay around \$500 for the voting system.

FINANCE

Commissioner Wheeler reported that Chief Wilkerson would be making a presentation during the Port Ludlow Village Council meeting on January 11. Informational flyers have been sent out. Chief Wilkerson reported that the 4th quarter budget status would be available at the February meeting and he will email/mail it out before then.

FACILIITES

Commissioner Pontius reported he did not have an update on the gutter repair.

SAFETY

Chief Wilkerson reported there would be a meeting on January 16.

GRANTS

Chief Obtinario reported the Fire Prevention & Safety Grant would be due January 10. The grant is for 2-20 KW generators and would be part of a program she has entitled Operation "HEATS" [Helping Each other After The Storm]. Chief Obtinario reported that Lt. McGuffey is working on a DNR Grant, due January 31 to upgrade the Wildland fire fighting needs.

LABOR MANAGEMENT

Chief Wilkerson reported there would be a meeting January 26. He and Lt McGuffey have met to start discussion on the impact of the Staff Captain position.

STRATEGIC PLANNING

Commissioner Wheeler stated strategic planning was on hold until after the February Election.

LOCAL BOARD FOR VOLUNTEERS

Commissioner Wheeler reported no business at this time.

UNFINISHED BUSINESS**Strategic Plan**

Chief Wilkerson submitted a spreadsheet that outlined the status of each area of the Strategic Plan. After discussion it was decided to adjust the dates on Goal 2 #6 ~ Staffing Model for Station 31 & 33, until sometime in April or May.

Resolution 2006-04 Deferred Comp ~ Matching Funds

Chair Pontius tabled discussion until February when the full Board is present and more information would be available.

Chair Pontius called for Other **Unfinished Business**.

NEW BUSINESS**Safety Equipment Purchase from Mitigation Fund**

Chief Wilkerson submitted information on Hotsticks and requested that he receive approval to purchase four units. **MOTION:** Commissioner Wheeler moved to purchase four Hotsticks and utilize funds from the Mitigation Fund. Commissioner Carmody seconded the Motion. Chair Pontius called for discussion. Commissioner Pontius questioned how long funds could stay in the Mitigation Fund. Chief Wilkerson stated he would look into that. Question called. Chair Pontius called for a vote on the Motion. The Motion carried unanimously. Chief Wilkerson noted that a Piercing Nozzle demonstration would be scheduled and he will share that date with the Board.

Surplus Items

Chief Wilkerson reported he had assigned each of the Lieutenants to a Station in order to inventory and create a surplus items list. He circulated the lists which will be on the agenda in February for discussion and possible action.

GOOD OF THE ORDER; QUESTIONS & ANSWERS:

Commissioner Wheeler reported the Legislative Day in Olympia would be on March 5 and spoke to the issues before the Legislators. Commissioner Wheeler noted that the Region 9 Spring Workshop would be in Fort Worden on April 14.

Commissioner Carmody stated that he appreciated receiving a Birthday Card, signed by the majority of PLF&R members. He added that this type of recognition makes everyone feel like a part of the team.

Commissioner Pontius would like the Staff to consider using the PLF&R Tax ID # when making purchases outside Jefferson County so that sales tax would be earned by Jefferson County. He added that he would like Region 9 to encourage this kind of practice.

Chair Pontius called the meeting into Executive Session to review the job performance of a public employee and negotiation issues for 10 minutes. [8:37 p.m.]

Chair Pontius extended the Executive Session for an additional 10 minutes [8:52 p.m.]

Chair Pontius called the meeting back to order at 9:02 p.m. and reported that no action would be taken.

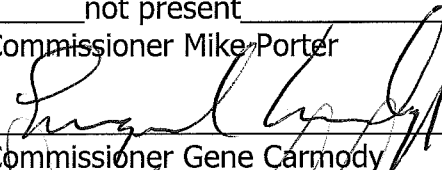
ADJOURNMENT: There being no further business, Chair Pontius called for adjournment at 9:03 p.m.

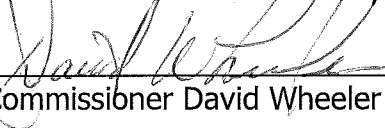
JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3


SIGNED: BY: not present
Commissioner William Hansen, Chairman

BY: 
Commissioner Robert Pontius, Vice Chairman

BY: not present
Commissioner Mike Porter

BY: 
Commissioner Gene Carmody

BY: 
Commissioner David Wheeler

ATTEST:
By: 
Colette Campbell, District Secretary