

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS**SPECIAL Workshop MINUTES****February 22, 2007****CALL TO ORDER:**

Chairman Commissioner William Hansen called the Special Workshop of February 22, 2007 of the Board of Commissioners for Jefferson County Fire District No. 3, a.k.a. Port Ludlow Fire and Rescue, to order at 9:04 a.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 and Commissioner Mike Porter. Also present were Chief Ed Wilkerson, Administrative Chief Arlene Obtinario and Administrative Assistant & District Secretary Colette Campbell.

Call for Approval of the Agenda

Chair Hansen called for review of the Agenda. Hearing no additions or changes, Chair Hansen declared the Agenda approved by general consent.

Chair Hansen reviewed the process of approving issues by general consent and stated this process is a timesaver.

Reschedule of March Board Meeting

Chief Wilkerson stated that as he reported at the February Board Meeting, he will be out of the country during the March Board Meeting and Administrative Chief Obtinario is going to be not available for the March Meeting, as earlier discussed. Discussion on the time and day took place. Administrative Chief Obtinario announced that she had made other arrangements and will be able to attend the March 13 meeting.

2007 Commissioner Committee Assignments

Chair Hansen circulated draft comments on Commissioner duties and responsibilities and opened discussion. It was decided that Quarterly Meetings would be established for the Equipment & Facilities Committee, Strategic Planning and the Tech Committee.

Board of Commissioner Policies

Chair Hansen opened discussion on what constitutes a work period. Chief Wilkerson stated that the Staff has no interest in what is or is not charged and he asked that the Staff get clear direction from the Board on what the policy would cover. Commissioner Wheeler suggested the Finance Committee review the Commissioners Timesheets.

Administrative Chief Obtinario circulated a sample Policy. Chair Hansen tabled discussion until the March meeting.

Resolution 2007-02 American Marine Bank Charge Cards

MOTION: Commissioner Wheeler moved to accept Resolution 2007-02, American Marine Bank Charge Cards. Commissioner Pontius second the Motion. Chief Wilkerson reviewed the current credit card history. Commissioner Wheeler stated he would like to

revisit the Chiefs Purchasing Authority and asked that the topic be added to the March regular meeting agenda. Commissioner Pontius asked that the title District Secretary be added to the title behind Colette Campbell's name in the body of the Resolution. Question called. Chair Hansen called for the vote on the Motion. Motion passed.

Chair Hansen announced the conclusion of the published agenda and called for Good of the Order.

Commissioner Carmody asked if the 2007 Committee Assignments had been accepted. Chair Hansen stated being there were no objections, the 2007 Committee Assignments were approved by general consent.

Administrative Chief Obtinario pointed out Holly Lawson's 7th grade project board in which PLF&R was the theme.

Commissioner Carmody reported that he has been receiving congratulations on the levy passing. Commissioner Porter requested an after incident report on the levy, a sort of debriefing on public comments that were received (good and bad).

Chair Hansen stated that he would like to conclude the meeting with a comment. He has been on the Board for 3 years and finds it interesting, effective and diverse. He added that it was not always easy for the Staff to accommodate the different personalities.

Chief Wilkerson noted that he was moving forward with acquiring 6 Air Packs and 10 extra bottles from East Pierce Fire & Rescue.

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


JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

SIGNED:

BY:


Commissioner William Hansen, Chairman

BY:


Commissioner Robert Pontius, Vice Chairman

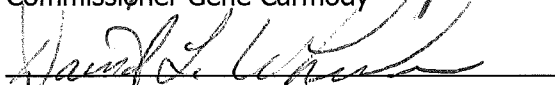
BY:


Commissioner Mike Porter

BY:



Commissioner Gene Carmody

BY:


Commissioner David Wheeler

ATTEST:

By:


Colette Campbell, District Secretary