

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS**SPECIAL MEETING MINUTES****April 2, 2007****CALL TO ORDER:**

Chairman Commissioner William Hansen called the Special Meeting of April 2, 2007 of the Board of Commissioners for Jefferson County Fire District No. 3, a.k.a. Port Ludlow Fire and Rescue, to order at 10:00 a.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner Bill Hansen, 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 reviewed the agenda and reported that he had asked Chief Wilkerson to report on current budget status and projections.

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

MOTION: Commissioner Wheeler moved to approve the agenda. Commissioner Porter seconded the Motion. Chair Hansen called for a vote on the Motion. Motion carried.

Options for 2007 - 2008 Budget Projections

Chief Wilkerson circulated the 1st Quarter Detailed Budget Summary and noted this summary would generally be submitted at the regular meeting in April. The summary was reviewed. Chair Hansen asked Chief Wilkerson for projections on where the budget would be at the end of 2007. Chief Wilkerson noted that early bond payoff amount has excess funds in the Bond Fund. General discussion took place. For the 2008 projected budget, Chief Wilkerson stated that until he receives final Assessed Valuation numbers from JC Assessor Jack Westerman this September, there isn't enough information to make solid projections beyond our assumption that AV will increase by a minimum of 50%.

2007 - 2008 Personnel and Staffing

Chair Hansen asked the Board what will PLF&R look like; and where is PLF&R going? As requested, Chief Wilkerson submitted 3 scenarios for the Board to review, based on his understanding of previous discussions of scenario's that the Board and Finance Committee had discussed (see attached).

Chief Wilkerson stated based on his understanding of current district demographics and needs of the Port Ludlow communities, he would like to see PLF&R grow to 12 Bargaining Unit members, 3 Fire Fighter Trainees and 9 Resident Volunteers as well as a Training Officer. This Training Officer position would be implemented as funding allows. General discussion took place. Chair Hansen asked Chief Wilkerson for a recommendation. Chief Wilkerson stated he would like the Board to authorize him to work towards

implementing the FF Trainee Program, starting June 1 2007. Chief Wilkerson also stated he would like the Board to authorize him to approach NKFR on an interim Training Program. He stated that he is not giving up on the Training Officer position, it just may not be feasible until sometime in the future. **MOTION:** Commissioner Wheeler moved to authorize Chief Wilkerson to pursue 3 fire fighter trainee positions and work out the details. Commissioner Pontius seconded the motion. Chair Hansen called for discussion. Question called. Chair Hansen called for a vote on the Motion. Motion carried. **MOTION:** Commissioner Porter moved to authorize Chief Wilkerson to proceed in opening discussion with North Kitsap Fire & Rescue to establish an interim training program. Commissioner Wheeler seconded the motion. Chair Hansen called for discussion. Question called. Chair Hansen called for a vote on the Motion. Motion carried (4 yes/1 abstention)

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

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

SIGNED: BY: William Hansen
Commissioner William Hansen, Chairman

BY: Robert Pontius
Commissioner Robert Pontius, Vice Chairman

BY: Mike Porter
Commissioner Mike Porter

BY: Gene Carmody
Commissioner Gene Carmody

BY: David Wheeler
Commissioner David Wheeler

ATTEST:
By: Colette Campbell
Colette Campbell, District Secretary