

JEFFERSON COUNTY FIRE DISTRICT NO. 3

a.k.a. PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS**SPECIAL MEETING MINUTES****May 22, 2007****CALL TO ORDER:**

Chairman Commissioner William Hansen called the Special Meeting of May 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 9:00 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, and Commissioner Mike Porter. Also present were Chief Ed Wilkerson, Administrative Chief Arlene Obtinario and Administrative Assistant & District Secretary Colette Campbell.

Commissioner Robert Pontius was absent.

CALL for the FLAG SALUTE:

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

Call for Approval of the Agenda

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

Insurance Renewal June 1, 2007

Chief Wilkerson reported that the District Insurance policy has a renewal date of June 1, 2007. At this time, a proposal had not been received from VFIS & Fournier Group. Chief Wilkerson contacted Brian Edgren, EHL Insurance and requested he attend the meeting to give a presentation on ESIP Insurance. Brian introduced Roger Neal and stated Roger would be aiding the presentation. Brian circulated ESIP Insurance proposal booklets and asked how the Board would like to review the information ~ either a general overview or specific difference. Chair Hansen stated a general summary, highlighting the contrasts would work well. Commissioner Carmody asked if Brian would write a VFIS Insurance proposal. Brian stated that being that Fournier Group was the incumbent, they would write that proposal. Discussion took place. Chief Wilkerson asked that Brian give the background history on EHL Insurance. Brian talked about how EHL Insurance came into formation and stated that there are locations in Poulsbo, Sequim and Port Angeles.

Brian gave a review on the ESIP Insurance proposal. The Fire Fighters Association, Auxiliary and Fire Corp were added as Additional Named Insured. Brian noted that differences between the ESIP and VFIS earthquake deductibles. Roger pointed out the importance of the Pollution Liability and spoke to why he felt this was important coverage. Under the bonded positions, Administrative Chief will be deleted and District Secretary will be added. Chair Hansen asked if the Board members had any questions. Discussion took

place. Chair Hansen thanked Brian Edgren and Roger Neal for attending and giving a professional presentation.

Chair Hansen called for a 5-minute recess at 10:07

Chair Hansen called the meeting back to order at 10:12. Chief Wilkerson reported that in 2006 the VFIS premium was \$19,647; the proposed ESIP premium is \$19,074. Fournier Group had been contacted however they were not sure when they would have a proposal to the Board. Chief Wilkerson reported he is impressed with EHL Insurance and feels both VFIS and ESIP have good coverage. Commissioner Carmody asked that Chief Wilkerson contact Fournier Group. Chair Hansen added that service has been good with VFIS. Discussion took place. Commissioner Porter stated that he would like to schedule another Special Meeting, giving VFIS a chance to get their proposal in and so Commissioner Pontius has the opportunity to review the information. Chief Wilkerson suggested a request could be made for a month extension, and then there would be an opportunity for discussion at the June 12 Regular Meeting. Chair Hansen asked Administrative Chief Obtinario to contact Janet Nau with Fournier Group, regarding an extension.

FF Trainee Program

Chief Wilkerson circulated handouts, which included a Memorandum Of Understanding between Port Ludlow Fire & Rescue and IAFF Local 3811, Temporary Fire Fighter Agreement and Job Description. Chief Wilkerson reviewed the MOU, stressing the temporary status. Review of the Agreement and Job Description also took place. **MOTION:** Commissioner Wheeler moved to approve the Memorandum Of Understanding between Port Ludlow Fire & Rescue and IAFF Local 3811 as presented. Chair Hansen seconded the Motion. Chair Hansen called for questions. Discussion took place. Chair Hansen called for a vote on the Motion. The Motion carried unanimously.

Chief Wilkerson circulated a Draft Interlocal Agreement Fire Training Coordination and stated that he was not requested any action at this time; this document was just for informational purposes.

Administrative Chief Obtinario reported she contacted Janet Nau of Fournier Group. Janet apologized for the tardiness and stated VFIS has a backlog and no date when the proposal would be ready. Janet suggested the Board make a Motion to bind coverage until June 12 and VFIS would prorate the cost per day. **MOTION:** Commissioner Wheeler moved to accept the ESIP proposal with EHL Insurance as the broker. Chair Hansen seconded the Motion. Discussion took place. Chair Hansen called for a vote on the Motion. The Motion carried. Commissioner Carmody requested a letter be drafted from the Board, stating the reasons for the change in both carrier and broker.

Chair Hansen called for an Executive Session to discuss upcoming Contract Negotiations at 11:00 for 45-minutes.

Chair Hansen called for a 15-minute extension at 11:45.

Chair Hansen called the meeting back to order at 12:00. **MOTION:** Commissioner Carmody moved to grant Chief Wilkerson authority to prepare a MOU and set Acting Lieutenant premium pay. Commissioner Wheeler seconded the Motion. Chair Hansen called

for discussion. Chair Hansen called for a vote on the Motion. The Motion carried unanimously.

ADJOURNMENT: Commissioner Porter moved to adjourned. Chair Hansen seconded the motion. The Motion carried unanimously.

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