

Public Comment
Port Ludlow Fire Fighters Association
IAFF Local 3811
Chief's Report

TAB 8

CALL for Recess. Conduct Local Board for Volunteers Meeting

2009 Committee Assignments and Sub-Committee Reports

- A. Strategic Planning (Comm. Pontius, Comm. Hansen)
- B. Finance (Comm. Wheeler, Comm. Carmody)
- C. Safety (Comm. Porter)
- D. Labor Management (Comm. Pontius, Comm. Carmody)
- E. Equipment & Facilities (Comm. Pontius, Comm. Wheeler)
- F. Tech Committee (Comm. Porter)
- G. Grants (Comm. Hansen)
- H. JEFFCOM (Comm. Pontius)

Unfinished Business

- A. Part Time Clerk Proposal (defer to June Meeting)
- B. Volunteer Participation Guidance (progress update)
- C. JCFD # 4 ALS Mutual Aid Agreement (Draft Interlocal) TAB 9
- D. Apparatus Committee Recommendation Re Ambulance Purchase TAB 10
- E. Apparatus Committee Recommendation Re 1500 GPM CAFS Pumper Purchase TAB 11
(See Resolution 2009-03)

New Business

- A. Extension of Lieutenant Eligibility List
- B. Apparatus Committee Recommendation re TAB 12
E-31 Options (1994 Central States) (See Resolution 2009-04)
- C. Resolution 2009-05 to Cancel Uncashed Warrants TAB 13
- D. FD 235 Discussions on partnership opportunities/possibilities

Public Comment (for new business items only)

Good of the Order; Questions & Answers

Adjournment

**** An Executive Session may be called at anytime that the Board of Fire Commissioners deem it appropriate under RCW 42.30.110**

JEFFERSON COUNTY FIRE DISTRICT NO. 3

PORT LUDLOW FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

May 12, 2009

CALL TO ORDER:

Board Chair Commissioner Robert Pontius called the regular meeting of May 12, 2009 Board of Fire Commissioners for Port Ludlow Fire and Rescue, to order at 7:05 p.m. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Board Chair Robert Pontius, David Wheeler, Mike Porter and Gene Carmody. Administrative Staff present were Chief Ed Wilkerson, Assistant Chief Randy Coggan and Administrative Assistant/Minute Taker Tanya Arey. Commissioner William Hansen was on an excused absence.

CALL for the FLAG SALUTE:

The Pledge of Allegiance to the Flag of the United States of America was led by Pontius.

CALL for APPROVAL of the AGENDA:

Pontius called for approval of the Agenda. Wheeler moved to approve the agenda as written, Carmody seconded. Motion carried.

CALL for APPROVAL of the CONSENT AGENDA:

Pontius called for the approval of the Consent Agenda which includes the April 14, 2009 Regular Board Meeting Minutes, the April 2009 vouchers, and the April 2009 Payroll totaling \$134,427.05. **MOTION:** Carmody moved to approve the Consent Agenda. Porter seconded the Motion. Motion carried.

CORRESPONDENCE:

05-11-2009 Letter from Jefferson County Treasurer re Resolution to Cancel Uncashed Warrants.

SEMINARS / MEETINGS:

See attached

AMBULANCE TRANSPORT Patient Accounts:

#29 – Wheeler moved to refer to collections in the amount \$964.00. Porter seconded. Motion carried.

#1004 – Porter moved to refer to collection in the amount of \$908.00. Wheeler seconded. Motion carried.

#1120 – Wheeler moved refer to collections in the amount of \$76.02. Porter seconded. Motion carried.

#1150 - Pontius moved to refer to collections in the amount of \$808.00. Carmody seconded. Motion carried.

#1151 - Wheeler moved to refer to collections in the amount of \$808.00. Pontius seconded. Motion carried.

#1196 – Wheeler moved to refer to collections in the amount of \$287.00. Porter seconded. Motion carried.

#1203 - Wheeler moved to refer to collections in the amount of \$1109.00. Carmody seconded. Motion carried.

CALL for PUBLIC COMMENT:

Ron Helmonds inquired whether uncollected ambulance accounts were factored into the budget.

PORT LUDLOW FIREFIGHTERS ASSOCIATION:

None.

IAFF LOCAL 3811:

None.

CHIEF’S REPORT:

Wilkerson noted all of the hard work that was put into Chief Bob Wilson’s Memorial Service and publicly thanked Coggan for his efforts. Wilkerson also stated that the drills conducted on the Hood Canal Bridge were very high quality and the Department received many positive comments from others involved in the drills.

The Department was also given a house to “Burn to Learn”. Crews were able to train for approximately three weeks prior to the final burn. Wilkerson noted the excellent work of Lt. McGuffey who spearheaded the drills on the bridge and in the “burn to learn” house.

The Apparatus Bay is having new barrier product installed at a discounted rate and LAMTECH is supplying the new barrier at no cost due to the failure of the previous barrier caused by diesel exhaust fumes.

Full Chiefs Report is attached.

SUB-COMMITTEE REPORTS

Strategic Planning:

Committee will meet on May 14th at 10:00a.m.

Finance:

No report.

Safety:

The 1st Quarter Safety Meeting was held on April 17th and the next meeting is scheduled for July 15th.

Labor Management:

Committee will meet on July 15th.

Equipment & Facilities:

See New Business.

Tech Committee:

No report.

Grants:

Coggan gave an update on the grants in progress. The Fire Prevention Grant has not been awarded yet. The AFG Grant is completed and one final review will be made before submitting, this grant requests funds for obtaining a diesel exhaust extraction system.

JeffCom:

Pontius discussed the many issues JeffCom is dealing with. These include: the possible end of the contract with Spillman and discussions of regionalization with CenCom and PenCom.

CALL for RECESS:

Pontius called for a five minute recess at 8:00p.m.

CALL BACK to ORDER:

Pontius called the meeting back to order at 8:09p.m.

UNFINISHED BUSINESS**Part Time Clerk Proposal**

This item has been deferred to a time yet to be determined.

Volunteer Participation Guidance (progress update)

Coggan reported that this is still a work in progress. A request was made for examples of successful programs currently in use by similar departments, and over a dozen responses have been received. The next step is to sort through and make any modifications needed to fit with our department. Coggan hopes to have a program structured by the July meeting. Coggan also noted that we now have a formalized medical program for volunteers at Madrona Hill Urgent Care that comes at a very good price. Lastly, Coggan mentioned that we have two new traditional volunteers, one support volunteer, and three candidates interviewing for Resident Firefighter positions.

JCFD # 4 ALS Mutual Aid Agreement (update)

Wilkerson presented a draft interlocal mutual aid agreement between Port Ludlow Fire & Rescue and Jefferson County Fire District #4. The interlocal agreement would charge JCFD #4 \$300.00 for each requested response and an additional \$300.00 each time a PLFR paramedic transports on board a JCFD #4 vehicle. PLFR would bill for all transports in PLFR ambulances. Discussion followed regarding the long response time (36 minutes). Pontius stated that we are morally bound to help. Carmody stated that we will come but we need to ensure that we are compensated for the response. Wheeler felt that the interlocal as presented is the best solution for all involved. **Motion:** Porter moved to adopt the draft interlocal agreement and authorize Wilkerson to submit a draft to JCFD #4. Pontius seconded. Motion carried.

Apparatus Committee Recommendation Re Ambulance Purchase:

Wilkerson reported that the Apparatus Committee met on May 11 to make their recommendation. After looking at several ambulance vendors they decided to recommend the 2009 North Star Ambulance from Braun NW. Wilkerson noted that the District currently owns a vehicle that was built by this vendor and would be able to enter into an interlocal agreement with Cowlitz County Fire District #2 and save substantial monies. Delivery of the vehicle would be 210 days from the order date. Total purchase price is \$128,335 not inclusive of Washington sales tax. **Motion:** Porter moved to accept the recommendation of the Apparatus Committee and authorize Wilkerson to enter into an interlocal agreement with Cowlitz County Fire District #2 and to execute a contract with Braun NW for the purchase. Carmody seconded. Motion carried.

Apparatus Committee Recommendation RE 1500 GPM CAFS Pumper Purchase

Wilkerson stated that the committee looked at several custom fire engine vendors and narrowed it down to two vendors, Darley and Crimson. The committee recommended that the Board authorize Resolution 2009-03 entering into an interlocal agreement with Thurston County Fire District #6 allowing for the purchase of a Darley 1500 GPM CAFS Pumper at a purchase price of \$383,337 not inclusive of Washington sales tax. Wilkerson also noted that he and LT. Lueders just recently returned from a tour of the Darley facility and found it very informative. **Motion:** Wheeler moved to sign Resolution 2009-03 and enter into an interlocal with Thurston County Fire District #6 allowing for the purchase of a Darley 1500 GPM CAFS Pumper and to authorize Wilkerson to execute a contract with Darley for the purchase of a Darley 1500 GPM CAFS Pumper with a 100% prepayment clause. Pontius seconded. Motion carried.

NEW BUSINESS

Extension of the Lieutenant Eligibility List

Wilkerson asked the Board to approve the extension of the Lieutenant Eligibility List to July 14, 2009. **Motion:** Wheeler moved to extend the LT. Eligibility to July 14, 2009. Porter seconded. Motion carried.

Apparatus Committee Recommendation re E-31 Options

Wilkerson reported that the Apparatus Committee recommends E-31(1994 Central States Freightliner) be sold as surplus due to ongoing annual repair costs that will not definitively remedy the problems. **Motion:** Porter moved to sign Resolution 2009-04 which authorizes Wilkerson to sell E-31 at the best price obtainable. Pontius seconded. Motion carried.

Resolution 2009-05 to Cancel Uncashed Warrants

Wilkerson asked the Board to sign Resolution 2009-05 to authorize the Jefferson County Treasurer to cancel uncashed warrants totaling \$203.35. Wheeler moved to sign Resolution 2009-05 authorizing the Jefferson County Treasurer to cancel uncashed warrants. Porter seconded. Motion carried.

Fire Districts 2, 3, & 5 Discussions on Partnership Opportunities/Possibilities

Pontius moved to authorize the Board Chair and Wilkerson to enter into discussions with Fire District's 2 & 5 with the support of the Board of Commissioners, regarding possible partnerships. Carmody seconded. Motion carried.

Public Comment

None.

Good of the Order; Questions & Answers

Porter commented that we have recently lost two very good people, Chief Bob Wilson Phyllis Hansen.

Adjournment:

There being no further business, Pontius called for adjournment at 9:05 p.m.

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

SIGNED: BY: absent
Commissioner Robert Pontius, Chairman

BY: absent
Commissioner William Hansen, Vice Chairman

BY: Gene Carmody
Commissioner Gene Carmody

BY: David Wheeler
Commissioner David Wheeler

BY: Mike Porter
Commissioner Mike Porter

ATTEST:
By: Ed Wilkerson
Ed Wilkerson, Fire Chief

RECORDING SECRETARY:
By: Tanya Arey
Tanya Arey, Administrative Assistant