

GRAYS HARBOR FIRE PROTECTION DISTRICT # 2

District Meeting Minutes

12 October 2006

7:00 PM

The Commissioners meeting of Grays Harbor Fire District #2 was called to order by Chairman Mike Whittaker at 7:00 PM in the Central Park Fire Department. Commissioners present: Dale Hensley and Nick Dunjic. District Chief: Dan Prater. Deputy Chief's present: Greg Bash, Larry Willis, Frank Scherer. Others present: Monte Mattson, Brandon Pemberton, Tony Broten, John Delia, Adam Bigby, Cheryl Thompson, Mike Hubbard, Scott Schmitz, Lester Willis and Philip Oldham.

Flag salute was called.

Motion made by Hensley and seconded by Dunjic to approve the Agenda for 12 October 2006 meeting.

Unanimously carried.

Motion made by Hensley and seconded by Dunjic to approve the minutes for 21 September 2006.

Unanimously carried.

Motion made by Whittaker and seconded by Hensley to approve minutes for 9 October 2006 at the Brady Station for a workshop with Commissioners and District Chief Prater to discuss new Union Contract.

Unanimously carried.

Secretaries report was given as of 30 September 2006. A beginning balance of \$88,020.59, receivables \$107,729.15, payable vouchers \$31,478.31, P/R \$28,429.06 with a month end balance of \$135,842.37. The Petty Cash fund has \$103.37 balance. Ambulance Account balance is \$2,807.95. The Investment Balance is \$142,000.00.

Motion made by Hensley and seconded by Dunjic to approve Resolution 2006-19 to reinvest Expense Account of \$117,000.00.

Unanimously carried.

Ambulance report for September monthly billing of \$40,314.00, monthly revenue received \$23,714.19, revenue received YTD \$162,538.56. Report attached. 59.69% return on billing.

District Chief report: Report attached. Recap:

DC Prater has asked permission to use Sole Source (only one supplier available) and do ASAP to purchase items requested on FEMA Grant. Due Nov 3, 2006. Our match is 5% equaling \$5,019.00. This is to purchase Vehicle Exhaust System for trucks. Permission

Motion was made by Whittaker and seconded by Dunjic to allow the District Chief to proceed with purchase of exhaust system through the FEMA Grant.

Unanimously carried.

Next grant for Bunker Gear Extractor and Drying Rack. This needs to go out for bid.

Motion was made by Hensley and seconded by Dunjic to allow the District Chief to proceed with bidding for the FEMA Grant items; extractor dryer & exhaust system.

Unanimously carried.

The District has been approved for a grant of \$18,752 (no matching funds required) for new pagers and portable radios. This grant is from the Hartford Insurance Co. Fireman's Fund.

Dr. Canfield is adding a new drug to the narcotic list, a Beta Blocker. But to do this we must have a 12 lead Heart Monitor. We need two. Can we upgrade what we have? Upgrade is just as expensive. Must carry drug on ambulances as of January 2007. Prater is looking into funding.

District Chief Prater is requesting permission to purchase a ventilator for #3242.

Motion was made by Hensley and seconded by Dunjic for the DC to look into purchasing a ventilator for #3242.

Unanimously carried.

DC Prater presented a wish list of items he would like to purchase with the Wildland Funds to be received. List attached.

Motion was made by Whittaker and seconded Dunjic the approval of purchasing the Wish List only at such time the funds become available.

Station Reports:

Central Park reported: attached

Brady reported: 2 senior reserves, 17 active, 4 probationary FF, 2 in the EMT Class. They had 85 training hours, 149 stand by hours, 25 tone outs, 2 fire calls and 23 aide calls; 2 mutual aide with District #5.

Wynoochee reported: 5 active, 1 senior member. No calls, very quiet.

Unfinished Business:

Volunteer Incentive Program: DC Prater spoke with Snure Law Office about the Program. Snure recommends that the new policy should go into effect with the next year. You can not change the rules of the policy. Pay the Incentive Plan under the present policy as the plan is stated. New plan would take effect June 1, 2006. Old policy in effect until that time.

Motion was made by Whittaker and seconded by Hensley to follow Snure recommendation as stated in the Snure letter and finish the incentive plan that was in effect up to June 1, 2006. Motion carried with Commissioner Dunjic abstaining because he disagrees with the wording of the policy.

Commissioner Dunjic does not agree with the \$400 stipend that the Deputy Chiefs make a month. He feels they are being paid twice for doing the same thing, stipend and Incentive plan. Dunjic does not agree with the wording. Discussion followed.

Prater stated the Deputy Chiefs do have a job description. Scherer has submitted a list of duties in addition to the job description as requested by the DC.

Commissioner Hensley stated that the Stipend has been received by the Stations Chief long before he became a Paramedic.

Deputy Chief Scherer asked to be heard: the Deputy Chief stipend is a past practice. Over and above being a volunteer they have other duties to perform, this is what we are compensated for. Deputy Chiefs are no different than a Volunteer. The Deputy Chiefs job description was voted on by the Board, and it continually is in question. We need to move forward. DC Prater stated that the Deputy Chiefs also go to meetings after hours representing the District. There are a lot more responsibilities than stated in the job description. Commissioner Whittaker realizes how much the Deputy Chiefs do. Each station has similar and different demands on their Deputy Chiefs. Commissioner Whittaker feels that what we are looking at here is past practice. DC Prater received a letter from Snure last year on this subject, stating that there are concessions in the law that say they (Deputy Chiefs) can receive a stipend and still be considered a Volunteer and receive Incentive. Commissioner Whittaker does recall the ruling, but asked DC Prater to make a copy for the minutes and the Commissioners. Commissioner Whittaker thought this was settled last year. Commissioner Dunjic does not want to be responsible for wrong doing. Commissioner Whittaker asked that we let the Auditors make a ruling when they come for the next Audit. We have had many over the years and nothing has been noted as wrong doing. Prater suggested that he contact the Attorney Generals office and get a ruling. Attached is a letter on the ruling from the Dept. of L & I.

Commissioner Whittaker suggested that if we do not always want to use Snure he knows a Lawyer in Olympia that is very good. He could be available at meetings.

New Business:

Commissioner Dunjic asked if there are any grants for building of Fire Stations. DC Prater said nothing for building grants is available. Discussion followed. DC Prater looked into the possibility if we would make the CP Station a EMO Center; but that takes lots of upgrades, but it could help us. Could we do a Commissioners Bond? Low interest Loan? Whittaker said that we need to look at remodel as opposed to rebuild. What are the cost differences? Hensley stated that we will need three bids. No flat roofs! Could be close to \$500,000 to do what we need. Broten Construction would be a good place to start.

Commissioner Whittaker stated that we need to get compliant, they can red tag the station if we are not, such as what happened in McClain. If things get that bad here we may have to find an alternative for the time being.

At 8:00PM Commissioner Whittaker called an Executive Session for Personnel Issues. The yearly review of the District Secretary is due. Commissioners and District Secretary only. The first session will last 15 minutes. Following that session the Commissioners will review the new Union Contract for 20 minutes with the Commissioners only present.

Executive session on Personnel Issues ended at 8:23PM. Union Contract review began at 8:24PM and ended at 8:44PM.

Regular meeting called back to order at 8:45PM. With action taken as follows:

Motion was made by Whittaker and seconded by Hensley to approve the negotiated Contract Agreement with Union Local IFF 4258 as written and presented this date; Contract to run effective 1 January 2007 – 31 December 2009.

Unanimously carried.

Motion was made by Dunjic and seconded by Hensley to approve a 4.5% increase for the District Secretary; also an additional \$1.50 per hour of Deferred Comp was approved to purchase a 401K in lieu of benefits; effective 1 January 2007.
Unanimously carried.

Good of the Order:

Motion was made by Hensley and seconded by Whittaker that #3414 Tender be housed at Montesano under the District Chiefs agreement between the District and City of Montesano covering usage, repairs and liability already in place.
Unanimously carried.

Deputy Chief Scherer reminded the Commission that there is a Complaint Policy/Procedures of 2006 in effect and it should be used by all District personnel if they have a complaint or disagreement with anything or anyone. Commissioner Whittaker answered that we have a few things in play here. Any citizen can come to a Commissioner and talk with them. Scherer said he is talking about Firefighters and other District personnel not citizens. Whittaker stated that they are also citizens. What is the law? DC Prater stated that you are always a firefighter, look in the papers. Whittaker stated that yes, once a firefighter always a firefighter. DC Prater stated that the Volunteers & Paid Staff if they have a complaint need to use the policy & procedure. Forms are available and we all need to follow District Policy.

DC Prater was asked to send Thank You letters to the newspaper, thanking all our voters for passing the Levy and supporting the District and its personnel. The Levy passed with a 62.61%.

DC Prater put forward for discussion that with the passing of the Levy we should look into hiring S. Schmitz part time as a FF/Paramedic. We could look into sharing the cost with City of Montesano if they could also hire him part time. Discussion followed.

Commissioner Whittaker stated that there are good things happening, we are talking with Montesano and moving ahead. We have come out of the hole financially, yes there are things that still need to be addressed, it is hard but we are moving ahead.

DC Prater stated that we should look into hiring a Building Inspector/ Quality Inspector to assess the damage to the Central Park Station due to water leakage found last Spring. Discussion followed. Commissioner Dunjic and DC Prater will be the Committee to look into hiring an Inspector.

It was stated that Jim Heikle, the FF/Paramedic from Hoquiam, that assisted with the Fire on the outskirts of Montesano last Spring wants no Thank You. A verbal was enough.

Motion was made by Whittaker and seconded by Dunjic to approve payment of the Vouchers for the months of September/October.
Unanimously carried.

Motion was made by Dunjic and seconded by Hensley to approve payment of the Payroll for the month of September.
Unanimously carried.

Motion was made by Dunjic and seconded by Whittaker to adjourn the meeting at 8:55PM.
Unanimously carried.

Next meeting 9 November 2006 @7PM.

Commissioner

Secretary

Commissioner

Commissioner