



Grays Harbor Fire Protection Dist. #2

6317 Olympic Highway · Aberdeen, Washington 98520
Central Park Station (360) 532-6050 · Fax (360) 532-6075
Email: ghfd2@comcast.net · web address: www.ghfd2.org
"District #2 – Serving Brady, Central Park, Wynoochee and Outlying Montesano Areas"



MINUTES – REGULAR MEETING OF THE BOARD OF COMMISSIONERS 9 August 2012

Chairman Hubbard called the Regular Meeting of the Board of Commissioners to order at 7:00 PM. Present: Commissioner Dean, Commissioner Bigby, Fire Chief Leonard Johnson. Guests present: Tony Broten, Philip Oldham, James Kuchciak, Wade Snow, James Sande, Dayton Crump, Deputy Chief's Frank Scherer and Larry Willis

Flag salute was called.

AGENDA APPROVAL: Agenda was presented

MOTION: Commissioner Dean made a motion and it was seconded to approve the August agenda.

Motion passed unanimously.

1. CONSENT AGENDA:

- a. Regular Meeting Minutes of 12 July 2012; Special Meeting for the public –EMS Levy 19 July 2012
- b. Payroll for July
- c. Vouchers for 07/30/12 (batch #191) & 08/09/12 (batch #192)

MOTION: Commissioner Bigby made a motion and it was seconded to approve all items of the consent agenda.

Motion passed unanimously.

2. CITIZEN REPORT – None

3. CHIEF REPORT: See written report. Verbal report was given, discussion was held.

4. AMBULANCE REPORT: See written report. Verbal report was given, discussion was held.

5. SECRETARIES REPORT: See written report.

MOTION: Commissioner Bigby made a motion and it was seconded to approve the Secretaries report as given.

Motion passed unanimously.

6. COMMUNICATIONS: District will be moving to Step IV in the filing of the Grievance

7. UNFINISHED BUSINESS:

- a. **Policy Review/Updates:** On hold at this time
- b. **EMS Levy Update:** Levy passed with a vote of 68%

Ambulance Report
(Month End August 2012)

1.	Monthly Revenue Received:		\$	42,853.32
2.	Revenue Received YTD:		\$	168,706.46
3.	Revenue Received (YTD 2011):		\$	152,353.64
4.	Inter-facility Transports:			(9)
5.	Inter-facility Transport YTD:			(66)
6.	Inter-facility Transports Turned Down:			(9)
7.	Inter-facility Transports Turned Down (YTD):			(27)
8.	Subscription Program:	Renewals:	12	New: 0
9.	Revenue from Subscription Program:		\$	600.00
10.	YTD Subscription Program:	Renewals:	83	New: 3
11.	YTD Revenue from Subscription Program:		\$	4,300.00

Transports (YTD 2011 vs. YTD 2012)

1.	<u>August 2011:</u>	31	<u>August 2012:</u>	37	(6)
2.	<u>YTD 2011:</u>	253	<u>YTD 2012:</u>	312	(59)



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MONTHLY FINANCE REPORT AS OF: 31 August 2012

BEGINNING CASH BALANCE **\$23,635.19**

ADD:

Revenue Received:		
Real/Personal Property Tax Collections	\$ 5,397.94	
Timber Excise Tax	\$ 293.35	
Ambulance Fees Received	\$ 42,532.63	refunds: \$320.69
Investment Interest	\$ 27.16	
Subscription Program	\$ 400.00	
Transfer-In	\$ 1,836.31	
Investments Redeemed	\$ 30,000.00	

DEDUCT:

A/P Vouchers for August	-\$ 38,186.52
Salary Expense for August	-\$ 56,876.88

ENDING CASH BALANCE **\$9,059.18**

AMBULANCE TRANSFER IN ACCOUNT:

Ambulance Account (EMS Tax Collections) as of 31 August 2012: \$4,272.05

INVESTMENTS:

Joint Allocation Investments Balance (State Pool) Beginning Balance	\$130,000.00
Transfer-In	
Transfer-Out	-\$ 30,000.00
End of Month Balance	\$100,000.00

TOTAL CASH AND INVESTMENTS **\$113,331.23**

PETTY CASH REPORT

August Beginning Balance:	\$ 990.68
Interest earned:	.02
August Ending Balance:	\$ 990.70

Submitted: Teri Scherer
District Secretary

issues with a fuel filter that was completely obstructed, it was repaired and 60,000 mile transmission and coolant services completed.

During A-3242 maintenance, the vendor did damage the side of the ambulance when it was struck by a mirror from another vehicle, the vendor will be repairing the paint and striping on that side of the vehicle in the next few weeks.

Hose test is in progress. B-Shift started with Station 31 this week and we anticipate completion with all testing by the end of the month. All shifts will be in-servicing on the hose testing process. A-Shift is also currently working on scheduled ladder inspections and maintenance for all stations.

OPERATIONS:

August was busy month for the Fire District operationally. Most significant events have been the mutual aid with Montesano Fire Department on the cedar mill fire on Highway 107, August 25, 2012. The Fire District responded with 17 personnel and 9 apparatus. M-3141 provided coverage for response to calls and E-3306 came down and provided station coverage at St. 92 later in the incident. Both agencies worked very well together throughout the incident.

Incident Statistics (Call Volume by Major Incident Type):

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YTD
100 Fire	3	2	6	2	4	3	3	6	29
200 Pressure Ruptures (no fire)	0	0	0	0	0	0	0	0	0
300 Rescue & EMS	41	44	31	51	51	60	50	54	382
400 Hazardous Conditions (not a fire)	0	1	1	1	0	0	0	0	3
500 Service Calls	1	4	5	5	6	8	5	6	40
600 Good Intent Calls	5	5	8	11	8	5	7	7	56
700 False Alarm and False Calls	3	2	0	1	1	1	2	2	12
800 Severe Weather and Natural Disasters	1	0	1	0	0	0	0	0	2
900 Other Types of Incidents	0	0	0	0	0	0	0	1	1
TOTAL	54	58	52	71	70	77	67	76	525

Incident Response By Coverage Area:

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YTD
Station 31	30	26	22	33	35	45	35	47	273
Station 32	8	6	7	13	11	7	12	7	70
Station 33	1	1	3	2	4	2	4	3	20
Greater Montesano Area (34)	14	22	19	19	17	19	12	17	139
Outside Fire District – Mutual Aid	1	3	1	4	3	4	4	2	22
TOTAL	54	58	52	71	70	77	67	76	525

TRAINING:

VFIS EVIP Training is on-going. We are moving into the phase of over the road driving tests and will be conducting operation review of the apparatus. Currently 25 personnel have completed the classroom and static course portion.

Meeting & Training calendar has been included with this report.

UPCOMING EVENTS:

October 5-7, 2012 is Instructor 1 course to be conducted at Station 31. Currently there are 5 registered for the class.

Respectfully Submitted: Leonard R Johnson, Fire Chief

2006-2012 TAX COLLECTIONS

FIRE

	2006	2007	2008	2009	2010	2011	2012
JANUARY	\$ 1,422	\$ 1,463	\$ 1,351	\$ 1,830	\$ 1,507	\$ 1,444	\$ 2,241
FEBRUARY	\$ 5,387	\$ 5,289	\$ 6,624	\$ 5,279	\$ 3,733	\$ 3,380	\$ 10,697
MARCH	\$ 35,839	\$ 35,839	\$ 34,278	\$ 35,840	\$ 39,806	\$ 39,743	\$ 43,823
APRIL	\$ 89,976	\$ 133,258	\$ 108,958	\$ 131,918	\$ 132,551	\$ 139,142	\$ 195,188
MAY	\$ 118,705	\$ 84,194	\$ 111,605	\$ 91,870	\$ 96,665	\$ 96,777	\$ 113,329
JUNE	\$ 4,392	\$ 4,988	\$ 5,741	\$ 4,116	\$ 4,147	\$ 6,425	\$ 5,099
JULY	\$ 2,446	\$ 2,538	\$ 4,220	\$ 3,140	\$ 3,154	\$ 2,548	\$ 5,137
AUG	\$ 14,203	\$ 3,087	\$ 2,027	\$ 2,089	\$ 2,302	\$ 3,510	\$ 5,398
SEPT	\$ 9,865	\$ 15,251	\$ 19,475	\$ 19,035	\$ 16,455	\$ 15,825	
OCT	\$ 99,850	\$ 110,369	\$ 115,201	\$ 100,511	\$ 131,399	\$ 127,506	
NOV	\$ 80,241	\$ 78,738	\$ 82,208	\$ 93,256	\$ 70,961	\$ 79,429	
DEC	\$ 3,403	\$ 3,275	\$ 3,364	\$ 5,261	\$ 2,577	\$ 4,487	
	\$ 465,730	\$ 478,289	\$ 495,052	\$ 494,144	\$ 505,257	\$ 520,216	\$ 380,912

EMS

	2006	2007	2008	2009	2010	2011	2012
JANUARY	\$ 287	\$ 286	\$ 502	\$ 708	\$ 619	\$ 550	\$ 899
FEBRUARY	\$ 1,047	\$ 1,797	\$ 2,596	\$ 2,157	\$ 1,528	\$ 1,320	\$ 3,561
MARCH	\$ 6,927	\$ 14,400	\$ 13,827	\$ 14,664	\$ 16,208	\$ 16,115	\$ 14,027
APRIL	\$ 17,196	\$ 54,136	\$ 44,306	\$ 54,213	\$ 54,292	\$ 56,772	\$ 61,844
MAY	\$ 22,699	\$ 34,197	\$ 45,301	\$ 37,703	\$ 41,914	\$ 44,728	\$ 36,101
JUNE	\$ 885	\$ 1,773	\$ 2,149	\$ 1,470	\$ 1,701	\$ 2,567	\$ 1,859
JULY	\$ 486	\$ 872	\$ 1,585	\$ 1,233	\$ 2,995	\$ 1,013	\$ 1,836
AUG	\$ 2,759	\$ 1,130	\$ 810	\$ 857	\$ 3,464	\$ 1,403	\$ 1,788
SEPT	\$ 2,033	\$ 6,199	\$ 7,902	\$ 7,828	\$ 6,738	\$ 6,411	
OCT	\$ 19,068	\$ 45,207	\$ 46,977	\$ 41,408	\$ 53,790	\$ 51,834	
NOV	\$ 15,335	\$ 32,244	\$ 33,494	\$ 38,431	\$ 29,052	\$ 32,245	
DEC	\$ 671	\$ -	\$ 1,281	\$ 2,036	\$ 989	\$ 1,789	
	\$ 89,395	\$ 192,239	\$ 200,731	\$ 202,707	\$ 213,291	\$ 216,746	\$ 121,916