



GRAYS HARBOR FIRE DISTRICT No. 2

Special Meeting Board of Commissioners Station 31

14 April 2015

MINUTES

Chairman Bigby called the Special Meeting of the Board of Commissioners to order at 7:00 p.m. *This special meeting was being held in place of the Regular Meeting scheduled for April 9, 2015 which was cancelled due to lack of a quorum being available.*

Members and Guests Present:

Adam Bigby	Chairman
Paul Dean	Commissioner
Michael Hubbard	Commissioner
Teri Scherer	District Secretary
Leonard Johnson	Fire Chief
Frank Scherer	Deputy Chief
Philip Oldham	Lieutenant
Charles Maloney	Firefighter

Flag salute was given.

AGENDA APPROVAL

MOTION: *Commissioner Dean moved to approve the April agenda. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

1. **CONSENT AGENDA:**

- a. Regular Meeting Minutes of 12 March 2015
- b. Payroll for April 2015 in the amount of \$57,921.98
- c. Vouchers #117-137, dated 19 March 2015 in the amount of \$7,097.14;
Vouchers #138-184 dated 9 April 2015 in the amount of \$20,929.60.

MOTION: *Commissioner Hubbard moved to approve all items of the consent agenda. Motion seconded by Commissioner Dean. Motion passed unanimously.*

2. **CITIZEN REPORT – None.**

3. **CHIEF REPORT:** See Written Report, discussion was held.

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

5. **SECRETARIES FINANCIAL REPORT:** Verbal and written report was given by Chief Johnson.

***MOTION:** Commissioner Dean moved to approve the Secretaries Financial Report as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

6. **COMMUNICATIONS:**

- a. Fire Chief Kevin Witt of GHFD#1 sent a thank you to the District for responding to the house fire at his home.

7. **UNFINISHED BUSINESS:**

- a. **POLICY REVIEW/UPDATES:** The Board reviewed and discussed the revisions/changes to the following policies:

- i. Fire District 2 – Mission Statement
- ii. 10.4.1 – Commissioners Compensation & Expenses
- iii. 10.4.2 – Annual Organizational Meeting
- iv. 10.4.3 – Officers of the Board – Chairman
- v. 10.4.4 – Officers of the Board – Vice-Chair
- vi. 10.4.5 – Vacancy
- vii. 10.4.6 – District Secretary
- viii. 10.4.7 – Meetings
- ix. 10.4.8 – Meeting Agenda
- x. 10.4.9 – Commissioner Insurance
- xi. 10.4.10 – Ethics Code

***MOTION:** Commissioner Hubbard moved to approve policies 10.4.1 through 10.4.4 and 10.4.6 through 10.4.10 as reviewed and revised. Motion seconded by Commissioner Dean. Motion passed unanimously.*

- b. **VOTER APPROVED BONDING:** The Board of Commissioners continued discussion on the proposed voter approved bonding. Commissioner Bigby and the Chief have met to discuss potential participants for the community and member input. Chief reported that the bond attorney would be from Foster & Pepper. They have done the previous bonds for the Fire District and Brian Snure declined as his office does not do this type and size. Discussion was held.

8. **NEW BUSINESS:**

- a. **INTER-FACILITY TRANSPORT PROGRAM REPORT.** Chief Johnson presented to the Board a report on the financial considerations of performing this type of service by the Fire District. The report on this program will be provided annually now that the process is in place. Written report was provided and discussed.
- b. Volunteer Stipend's/Policy Change. Chief Johnson presented changes to Policy 20.20.7 0 Volunteer Transport Compensation. The changes are reflecting the need to provide increased stipends for Volunteer personnel coming into cover the station for IFTs and to address the stipend for the "Qualified Individual" program that is being implemented for shift coverage. Discussion was held.

***MOTION:** Commissioner Hubbard moved to approve the changes to Policy 20.20.7*

as presented. Commissioner Dean seconded the motion. Motion passed unanimously.

9. **RECOGNITION OF THE MONTH:** The Board recognized all of the award recipients from the Annual Association Awards Dinner on April 11, 2015 and DC Larry Willis for receiving the Daily World Firefighter of Year 2014 award.
10. **EXECUTIVE SESSION:** None
11. **ADJOURNMENT:** Chairman Bigby requested a motion to adjourn the meeting.


MOTION: Commissioner Dean moved to adjourn the Special Meeting of the Board of Commissioners. Motion seconded by Commissioner Hubbard. Motion passed unanimously. Meeting adjourned at 8:02 p.m.



Chairman



District Secretary



Commissioner



Commissioner