



GRAYS HARBOR FIRE DISTRICT No. 2

AGENDA

Regular Meeting Board of Commissioners Thursday, 12 March 2015 at 7:00 p.m.

- Volunteer Pension/Disability Board Meeting
 - Call Regular Meeting to Order
 - Flag Salute
 - Approval of Regular Meeting Agenda
1. **Consent Agenda:**
 - a. Regular Meeting Minutes from 5 February 2015
 - b. Payroll for March 2015 – \$55,425.15
 - c. Voucher #75-90 dated 19 February 2015 in the amount of \$19,343.19 and Voucher #91-116 dated 12 March 2015 in the amount of \$25,203.42
 2. **Citizens Comments** *(limited to 3 min)*
 3. **Chiefs Report** *Chief Johnson*
 4. **Ambulance Report** *Written*
 5. **Secretary Financial Report** *Teri Scherer*
 6. **Communications**
 7. **Unfinished Business:**
 - a. Policy Review/Updates – *Discussion*
 - i. *Board of Commissioners Governing Rules – Ethics Policy*
 - ii. *Social Media Policy*
 - iii. *Support of Volunteer Program*
 - b. Voter Approved Bonding *Discussion*
 8. **New Business:**
 - a.
 - b.
 9. **Recognition of the Month**
 10. **Executive Session**
 11. **Adjournment**

Next meeting: 9 April 2015



GRAYS HARBOR FIRE DISTRICT No. 2

6317 Olympic Highway, Aberdeen, WA 98520

Chief's Monthly Report

For the March 12, 2015 Meeting

Date Prepared: March 10, 2015
Prepared By: Chief Leonard Johnson

The primary purpose of this report is to keep the Board of Fire Commissioners informed as to the activities and progress on major programs or objectives. The items listed, as near as possible, are in priority order. As a second purpose, this report will be shared with all Fire District personnel to keep them informed.

FINANCIAL:

The Fire District ended the month of February 2015 with Cash and Investments of \$15,960.85 in the Expense Fund. This is up by \$1,393.76 from the same time in FY2014. In FY2014 we still had \$20,009.87 in the Reserve Fund, so over all we are down. Overtime for the month of February is back on target for the year. We are seeing an increase slightly in the IFT area. Our regular OT exposure for shift coverage is on target so far.

Expenses for this month are on down from projected (this is reflected on the cash flow estimate), payroll is on target for the month. Attached is the Cash Flow projection for FY2015.

PERSONNEL:

There are no injuries or illnesses to report for the month. All personnel are active and there are no on-going leave issues to report.

FF/EMT Brandon Sivonen verbally tendered his resignation at the beginning of March. He recently accepted a position with Olympic Ambulance. He advised that when he has more time in the future he plans to return. We thank him for his service to the Fire District.

One recruit withdrew from class on March 2, 2015. Recruit Curtis Knudtson stated that he is primarily interested in being an EMS volunteer and if that opportunity arises, he will re-join the Fire District.

LOGISTICS:

Maintenance was on-going for the month. There are no significant Out-Of-Service issues for the month. The following is a recap of maintenance:

- **M-3143** went in for routine maintenance LOF and PMs. The apparatus also received new batteries due to charging and starting issues.
- **A-3242** received new tires in February.

We were successful at the surplus sale of S-3161, Chev Astro Van. The van sold for \$2,000. The vehicle was placed For Sale on a Wednesday and was sold by Sunday. Thank you to FF/PM Wade Snow for working with the new owners and helping bridge the Spanish language barrier. Thank you to Commissioner Hubbard for preparing the vehicle prior to sale and for removing the logos from the vehicle.

We have had two building issues to date this month. Station 32 had a septic tank issue develop and it was later discovered to be a failure in the drain field. Work on restoring the system is complete, but we are still awaiting materials to place risers on the lids before fill is placed back on the top of the tank. Station 31 had a failure of the water heater this week. The water heater has been replaced and is back in operation.

OPERATIONS:

Operations for the month of February were up for for this time of year. There were two mutual aid wildland fires on February 22. Mutual Aid was received from Montesano FD and GHFD5. Approximately a total of 8 acres were burned. One fire was in Designated Forest Land (DFL) and we are working with the land owner to recover costs. We also provided tender support to GHFD1 for a structure fire.

On February 21, 2015 the Fire District provided assistance to the local IMT with the Volunteer Assistance Day. Along with several other agencies, we assisted with overhead personnel. Special thanks to DC Scherer who served as the Logistics Section Chief. Recovery efforts are winding down this week, with the close-out of the local IMT anticipated for March 19, 2015.

The Ambulance report is attached. Total transports for the month was 41 with 7 refusals. Ambulance transports for inter-facility were 10 transported, 8 IFTs were cancelled due to no staffing. Below are the incident statics for the last 13-months.

Incident Statistics (Call Volume by Major Incident Type):

	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
100 Fire	3	2	1	5	1	1	3	3	2	2	2	1	5
200 Overpressure, no fire	0	0	0	0	0	0	0	0	0	0	0	0	0
300 Rescue & EMS	36	45	63	49	38	58	48	56	56	47	59	53	48
400 Hazardous Conditions (not fire)	0	0	1	0	0	0	1	1	0	2	0	2	0
500 Service Calls	2	2	9	5	5	4	7	6	5	4	3	7	6
600 Good Intent Calls	7	7	14	13	8	18	18	10	9	6	8	16	9
700 False Alarm(s)	0	0	1	0	1	1	1	1	1	0	0	1	0
800 Severe Weather/ Natural Disasters	0	0	0	0	0	0	0	0	0	0	0	0	0
900 Other Types of Inc.	0	0	0	0	0	0	1	0	0	0	0	0	0
TOTAL	48	56	89	72	53	82	79	77	73	61	72	80	68

Incident Response by Coverage Area:

	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
Station 31	31	29	62	48	29	49	48	44	41	36	48	52	36
Station 32	2	9	7	5	6	11	10	15	8	11	3	9	10
Station 33	2	2	4	3	0	4	1	1	3	4	6	1	3
Greater Montesano	12	12	15	13	18	17	13	14	17	7	14	14	18
Outside Fire District – Mutual Aid	1	4	1	3	0	1	7	3	4	2	1	4	1
TOTAL	48	56	89	72	53	82	79	77	73	61	72	80	68

TRAINING:

Regular scheduled training is in progress. We have completed several annual safety items in the last month.

Recruit training is in progress. The Recruits are progressing well. They recently completed their Burn-To-Learn training at WSFTA in North Bend. This was a successful day with the group. We had one additional volunteer attend to receive live-fire experience.

UPCOMING EVENTS:

The Annual Awards Dinner is scheduled for April 11, 2015. RSVPs have been placed in mailboxes.

Respectfully Submitted: Leonard R Johnson, Fire Chief



Grays Harbor Fire Protection Dist. #2

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



MONTHLY FINANCE REPORT AS OF: 28 February 2015

BEGINNING CASH BALANCE **\$ 14,402.28**

ADD:

Investments Redeemed	\$ 60,000.00
Real/Personal Property Tax	\$ 3,397.73
Leashold Tax	\$ 12.63
Timber Excise Tax	\$ 868.64
Ambulance Fees Received	\$ 31,772.27
Fairway Collections	\$ 94.50
Investment Interest	\$ 9.50
Subscription Program	\$ 200.00
Private Donations	\$ 100.00
EMS Transfer-In	\$ 1,205.96
Reimbursement - Association Laptop	\$ 950.51

DEDUCT:

A/P Vouchers for February	-\$ 35,463.98
Salary Expense for February	-\$ 61,589.19

ENDING CASH BALANCE **\$ 15,960.85**

AMBULANCE TRANSFER IN ACCOUNT:

EMS Tax Collections for February 2015 \$ 8,829.12

RESERVE ACCOUNT AS OF February 2015 \$ 6.08

INVESTMENTS:

Joint Allocation Investments Balance (State Pool)	Beginning Balance	\$ 60,000.00
	Withdrawals	-\$ 60,000.00

END OF THE MONTH BALANCE \$ 0

TOTAL CASH AND INVESTMENTS FOR – February 2015 \$ 24,796.05

PETTY CASH REPORT

February Beginning Balance:	\$ 737.95
Interest earned:	.01
February Ending Balance:	\$ 737.96

Submitted: Teri Scherer
District Secretary