



GRAYS HARBOR FIRE DISTRICT No. 2

Regular Meeting Minutes Board of Commissioners Station 2-1

Thursday, 14 December 2017 at 7:00PM

Chairman Dean called the Regular Meeting of the Board of Commissioners to order at 7:00PM.

Members and Guests Present:

Adam Bigby	Commissioner	Anthony Broten	Lieutenant
Paul Dean	Commissioner	Levi Olden	FF/EMT
Mike Hubbard	Commissioner		
Teri Scherer	District Secretary		
Leonard Johnson	Fire Chief		
Frank Scherer	Deputy Chief		

Flag salute was given.

AGENDA APPROVAL

MOTION: Commissioner Bigby moved to approve the December Regular Meeting agenda with the addition of C, D, E under New Business. Motion seconded by Commissioner Hubbard. Motion passed unanimously.

A. CONSENT AGENDA:

- a. Regular Meeting Minutes of 9 November 2017;
- b. Special Meeting Minutes from 29 November 2017;
- c. Payroll & Benefits for December 2017 in the amount of \$83,15.56 (#1210-1242)
- d. Claims dated 11/29/17 in the amount of \$6,948.86;(#1174-1189);
- e. Claims dated 12/04/17 in the amount of \$4,250.00 (#1190-1201);
- f. Claims dated 12/14/17 in the amount of \$52,930.98 (#1243-1284).

MOTION: Commissioner Bigby moved to approve the consent agenda items a-f. Motion seconded by Commissioner Hubbard. Motion passed unanimously.

B. CITIZEN COMMENTS – None.

C. CHIEF REPORT: Verbal and written report was given by Chief Johnson, discussion was held.

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

E. SECRETARY'S FINANCIAL REPORT: Verbal and written report was given.

MOTION: Commissioner Bigby moved to approve the Secretary's Financial Report as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.

F. COMMUNICATIONS – Letter of Thanks was received from the Grays Harbor Drug Task Force with their gratitude for all the time and effort of all Fire District 2 personnel that were involved in Operation Green Jade.

G. UNFINISHED BUSINESS

- a. **Policy Review and Update:** None at this time.
- b. **Station 2-1 Update:** Report was provided in Chief's Report. Discussion was held.
- c. **FY18 Budget:** Chief Johnson presented the fourth revision to the FY2018 Budget revisions to the Board outlining the changes. Revenue estimates for property taxes are still projected. Discussion was held.

***MOTION:** Commissioner Bigby moved to approve the FY 2018 Budget as presented. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- d. **Hospital District Contract:** Chief Johnson presented the Hospital District Contract to the Board of Commissioners with one modification, the contract limited to a three (3) year contract. Discussion was held.

H. NEW BUSINESS:

- a. **AFG Grant- SCBA Bid:** Chief Johnson presented the AFG Grant to the Board of Commissioners. The Board reviewed and discussed the Grant.

***MOTION:** Commissioner Bigby moved to authorize Chief Johnson to solicit bids for SCBA's. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- b. **HSR3/IMT Type 3 Renewal:** Chief Johnson reviewed with the Board of Commissioners the IMT Employer Support Form. The application affirms the Support of the Board for the applicant to participate on HSR3 Type 3 Incident Management Team.

***MOTION:** Commissioner Bigby moved to authorize Chairman Dean to sign the Employer Support Form affirming their support for Chief Johnson to participate on the HSR3 Type 3 Incident Management Team. Motion seconded by Commissioner Hubbard. Motion passed unanimously.*

- c. **EMS Council Representative:** The Board reviewed and discussed Commissioner Bigby for representative to the EMS and Trauma Care Council. Commissioner Bigby has agreed to be the representative.

***MOTION:** Commissioner Hubbard moved to approve Commissioner Bigby as the EMS and Trauma Care Council Representative for the GH Commissioners Association. Motion seconded by Commissioner Dean. Motion passed unanimously.*

- d. **2018 Election of Chairman to the Board of Commissioners:** Nominations for Chair and Vice-Chair were made.

***MOTION:** Commissioner Bigby moved to have Commissioner Hubbard serve as Chair of the Board of Commissioners for 2018. Motion seconded by Commissioner Dean. Motion passed unanimously.*

MOTION: Commissioner Hubbard moved to have Commissioner Dean serve as Vice-Chair of the Board of Commissioners for 2018. Motion seconded by Commissioner Bigby. Motion passed unanimously.

- e. **CHANGE OF JANUARY 2018 REGULAR MEETING:** Chief Johnson requested a change of the January 2018 regular meeting date from January 11, 2018 to January 9, 2018 due to a scheduling conflict. Discussion was held.

MOTION: Commissioner Bigby moved to approve Resolution 2017-12 changing the January 2018 regular meeting to January 9, 2018. Motion seconded by Commissioner Hubbard. Motion passed unanimously.

- I. **RECOGNITION OF THE MONTH:** Chief Johnson wanted to thank all who helped decorate and drive the Engine in the Festival of Light Parade and to all who made the Open House a success, including: Josh Ambrose, Rich Beeman, Steve Beeman, Ben Neal, Levi Olden, Paul Barrow, Cheryl Thompson, Frank Scherer, Teri Scherer and Mike Hubbard.
- J. **EXECUTIVE SESSION: RCW 42.30.110(g)** - To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. Chairman Dean for an Executive Session:

Executive Session called at 7:51PM for 15 minutes; at 8:07PM session was extended 30 minutes.

At 8:37PM the Regular Meeting of the Board of Commissioners was called back to order with Chief Johnsons evaluation going on file. Thank you, Chief Johnson for another great year.

- K. **ADJOURNMENT:** Chairman Dean requested a motion to adjourn the meeting at 8:39PM.

MOTION: Commissioner Bigby moved to adjourn the Regular Meeting of the Board of Commissioners. Motion seconded by Commissioner Hubbard. Motion passed unanimously. Meeting adjourned.

Chairman, Mike Hubbard

District Secretary, Teri Scherer

Commissioner, Adam Bigby

Commissioner, Paul Dean