



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14
COMMISSIONERS' MEETING
November 11, 2014**

PRESENT: Commissioner Larry Moore, Commissioner RobRoy Graham, and Commissioner Leonard Bjornstad. District Chief Jerry DeBruin, Battalion Chief Jay Van Middendorp and Battalion Chief Denise Christensen, Training Division Lieutenant David Moe and District Administrator Jo Olson

ABSENT: Battalion Chief Frank Cain Jr.

GUESTS: Stephen Johnson

Meeting called to order at 7:00 PM at Kendall Fire Station.

Executive Session called:

- A 15 minute executive session was called at 7:00 PM by Chair Commissioner Moore
- Attendees: Commissioner Moore, Commissioner Graham, Commissioner Bjornstad and District Chief DeBruin
- Executive session ended at 7:15 PM

Items signed by the Commissioners:

- Regular meeting minutes read and approved
- Invoice Vouchers
- Resolution 2014-08 (Resolution approving budget 2015)
- Warrants in the amount of \$58,576.61
- Payroll in the amount of \$18,896.59

Correspondence:

- Mail for Commissioner Graham

October's Treasurer's Report:

714 Expense Fund

- Starting Balance \$94,479.20
- Tax Receipts \$121,704.63
- Misc. Receipts \$20,491.71
- Warrants \$43,137.51
- Ending Cash Balance \$193,538.03
- Investment Starting Balance \$165,515.18
- Pool Investment Interest \$75.19
- Total Cash & Investment Pool \$359,128.40

714 10 Go Bond

- Warrants \$673.60
- Debt Issued \$119,709.23
- Debt Paid \$673.60
- Debt Outstanding \$119,035.63

71420 Reserve Fund

- Prior Balance \$125,936.05
- Purchases & Pool Earnings \$57.21
- Ending Balance \$125,993.26

Bank of the Pacific Statement:

- Beginning Balance (10/01/2014) \$716.57
- Deposits/Misc Credits 24 \$20,329.66
- Withdrawals/Misc Credits 6 \$20,248.24
- Ending Balance (10/31/2014) \$797.99

Old Business:

- Demo Saws
 - District Chief DeBruin indicated the other saw has now been purchased
- Call Volume & Times
 - District Chief DeBruin spoke to Training Division Lieutenant Moe's printouts of the District call volume and times
- TR-91 Vehicle
 - District Chief DeBruin and Training Division Lieutenant Moe indicated the new vehicle would be in about December 15th
- Bellingham Medic One Billing
 - District Chief DeBruin had no news to report back on yet, maybe after the first of the year

New Business:

- Commissioner Moore indicated that the commissioners have reviewed the budget. Commissioner Moore now makes a motion to increase the salary of District Chief DeBruin to an increase of \$1500.00 a month and for Training Division Lieutenant Moe's an increase of \$1000.00 a month & for District Administrator Olson to pay for medical and dental insurance
- Commissioner Bjornstad seconded the motion
- Commissioner Graham agreed as well
- Commissioner Moore and Commissioner Graham indicated their appreciation for all the hard work that is being done for the district and Commissioner Graham elaborated on District Chief DeBruin being honored as an outstanding Chief at the meeting they attended where District Chief DeBruin was recognized

Capital Facility Plan:

- District Chief DeBruin indicated the Capital Facility Plan will be updated again and he is working on that
- Discussion continued on the Capital Facility Plan

Call Volumes:

- District Chief DeBruin and Training Division Lieutenant Moe talked about call volume and response times

National Fire Incident Reporting System (NFIRS):

- Training Division Lieutenant Moe spoke about one of our volunteers stepping up and helping out with data entry for NFIRS

Resolution 2014-08 (Resolution Providing for Tax Levy Increase):

- Commissioner Bjornstad made a motion to accept the 2015 Budget with the agreed upon salary changes
- Commissioner Graham seconded the motion to accept the 2015 Budget with the salary changes

Fire Station Reports:

- Station 1, Sumas Battalion Chief Jay Van Middendorp
 - Chief Jay Van Middendorp indicated all is well at Sumas
- Station 2, Kendall Battalion Chief Frank Cain Jr.
 - District Chief DeBruin indicated, in Battalion Chief Cain Jr.'s absence, all is going well at Kendall and spoke about the EMT applications he and Training Division Lieutenant Moe are working on
- Station 3, Welcome Battalion Chief Denise Christensen
 - Battalion Chief Christensen indicated all is going well at Welcome

Fire Academy:

- Training Division Lieutenant Moe said our student is doing a great job in the Fire Academy

Levy:

- Commissioner Moore spoke to making the levy a priority for next year
- The conversation continued on how best to get that rolling

Multi Gas Detector:

- District Chief DeBruin indicated he feels we should purchase a Multi Gas Detector for our district, they are a bit pricey, he acknowledged
- Conversation continued on the importance of having one
- Commissioner Graham motioned to purchase one for the district
- Commissioner Bjornstad seconded the motion

Guest:

- Oakland Fire Lessons
 - Guest Stephen Johnson shared a couple of personal stories on the Oakland fire:

Mutual Aid Communication

- Stephen Johnson spoke about radio communication and how they could not talk to one another during the Oakland Fire
- District Chief DeBruin spoke about how our radio communication has improved and we can communicate
- Training Division Lieutenant Moe noted that was a big lesson which came out of the 9/11 incident

Hydrants and Hoses

- Stephen Johnson shared about incompatibility of fittings on hydrants and hoses and how now the fittings are standardized to be compatible

Good of the Order:

- A cake was presented for Veterans Day in honor of our two commissioners who are veterans

Meeting adjourned at 8:15 PM. The next meeting will be at Kendall Station on December 9, 2014

COMMISSIONER-CHAIR---Larry Moore

COMMISSIONER---RobRoy Graham

COMMISSIONER---Leonard Bjornstad

DISTRICT ADMIN---Jo Olson