



**WHATCOM COUNTY FIRE PROTECTION DISTRICT NO.14  
COMMISSIONERS' MEETING  
June 9, 2015**

**PRESENT:** Commissioner RobRoy Graham, Commissioner Leonard Bjornstad, District Chief Jerry DeBruin, Battalion Chief Frank Cain Jr., Battalion Chief Denise Christensen, Training Division Lieutenant David Moe and District Administrator Jo Olson.

**ABSENT:** Commissioner Larry Moore and Battalion Chief Jay Van Middendorp

**GUESTS:** Stephen Johnson

Meeting called to order at 5:00 PM at Kendall Fire Station.

**Items signed by the Commissioners:**

- Regular meeting minutes read and approved
- Vouchers
- Cancellation of Warrants, Resolution 2015-02
- Interlocal Agreement with County for Payroll
- Warrants in the amount of           \$26,061.83
- Payroll in the amount of           \$22,596.62

**Correspondence:**

- Peoples Bank merger information

**May's Treasurer's Report:**714 Expense Fund

• Starting Balance	\$148,744.58
• Tax Receipts	\$28,191.99
• Misc. Receipts	\$106,029.00
• Warrants	\$140,015.23
• Ending Cash Balance	\$142,950.34
• Investment Starting Balance	\$166,048.72
• Pool Investment Interest	\$75.53
• Total Cash & Investment Pool	\$309,074.59

714 10 Go Bond

• Prior Debt	\$114,861.55
• Debt Paid	\$693.03
• Debt Outstanding	\$114,168.52

71420 Reserve Fund

• Prior Balance	\$126,342.01
• Purchases & Pool Earnings	\$57.47
• Ending Balance	\$126,399.48

**Bank of the Pacific Statement:**

• Beginning Balance (5/01/2015)	\$4,033.09
• Deposits/Misc Credits 19	\$15,891.78
• Withdrawals/Misc Credits 6	\$17,711.69
• Ending Balance (5/31/2015)	\$2,213.18

## **Old Business:**

### Levy Lid Discussion:

- Commissioner Bjornstad discussed the mailing list and the newsletter for getting information out to the public, and the cost of the newsletter
- Commissioner Graham suggested we move forward and get the newsletter out as soon as possible
- Chief DeBruin says we will get this newsletter out in the next couple weeks
- Note: Election deadline is August 4th

### Payroll:

- Commissioner Graham asked how training for payroll was going
- District Administrator Olson indicated she had a brief meeting with Christine Moe to discuss QuickBooks and now will connect with a E. Baker from Glacier Fire District for future questions

## **New Business:**

### Commissioner Graham shares his review of the Lake Chelan Conference Seminar on Personnel Risk Management:

- Commissioner Graham spoke to Harassment , due to workforces being more diverse than ever, organizations need to understand diversity issues and their impact on our staffing, and the liability of not addressing harassment
- Commissioner Graham retells the story of "Bob" (told at the seminar), how everyone knows a "Bob"; there may even be a little "Bob" inside of every one of us. We make excuses for him such as "oh, that's just Bob, being Bob". But making racial, religious, sexual, gender, political, age, etc. negative remarks are not acceptable
- Discussion continued on how to address this within our department

### New Tender headed for Welcome:

- Commissioner Graham discussed the tender and the issue of not being able to get it to move forward
- Chief DeBruin suggested put in reverse, to put pressure on it and it should release

## **Training Division Lieutenant David Moe:**

### Army Truck:

- Training Division Lieutenant Moe said he has been busy working getting the new army truck together

### Foam Training Class:

- Training Division Lieutenant Moe said the Foam Training is coming up soon
- Training Division Lieutenant Moe said the word went out and we have 3-4 of us going

### Recruit Academy Training:

- Training Division Lieutenant Moe said the district is looking for names of volunteers interested in attending the academy
- Training Division Lieutenant Moe spoke about the toughness of the academy course and the military type training
- Discussion continued on the pros and cons of military type training

## **District Chief Jerry DeBruin:**

### Monday Night Training:

- District Chief DeBruin continued on the topic of missed training by the district volunteers
- Discussion continued on what should be done to make volunteers come to training

### New Tender:

- District Chief indicated the new tender will be ready sooner than expected

### July Commissioner Meeting Night:

- District Chief DeBruin indicated the need to move the meeting for July up by one week due to the check being needed for the new tender
- Agreement made to tentatively move meeting to a week earlier for July

**Fire Station Reports:**

- No Report for Station 1, Sumas as Battalion Chief Jay Van Middendorp was absent
  
- Station 2, Kendall Battalion Chief Frank Cain Jr.
  - Battalion Chief Cain Jr. indicated he is still having issues with getting volunteers to come to Monday Night Trainings
  - Discussion continued on training and getting volunteers to attend Monday Night Training
  
- Station 3, Welcome Battalion Chief Denise Christensen
  - Battalion Chief Christensen indicated all is going well at Welcome
  - Battalion Chief Christensen said they have a new applicant
  - Battalion Chief Christensen asked about the broken lawnmower
  - District Chief DeBruin indicated they will need to purchase a new lawnmower

**Guest Stephen Johnson:**

- Guest Stephen Johnson asked about foam and wanted to know if we have MSDS (Material Safety Data Sheet) readily available?
- Training Division Lieutenant Moe indicated yes, the Health Department came out and we are in compliance

Regular Meeting adjourned at 6:20 PM

The next regular meeting has been tentatively set for July 7, 2015 at 5:00 PM and will be held at the Kendall Station

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COMMISSIONER-CHAIR---Larry Moore

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COMMISSIONER---RobRoy Graham

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COMMISSIONER---Leonard Bjornstad

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DISTRICT ADMIN---Jo Olson