

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

February 8, 2017
East Wenatchee, WA

The meeting was called to order at 5:00 p.m. by Chairman Bob Black with Commissioners Dawn Collings and Rick McBride present.

District personnel in attendance were Assistant Chiefs Cam Phillips and Brian Brett, Captain Scott White, Firefighter Shane Flatness, and Department Assistant Kris Felty.

ADDITIONS/DELETIONS TO THE AGENDA

Date change of the regular March meeting was added to New Business at the request of the District Secretary.

APPROVAL OF MINUTES

Commissioner Collings moved to approve the Minutes of January 11, 2017 as presented. The motion was seconded by Commissioner McBride. Motion unanimously passed.

FINANCIAL REPORT

1. The Treasurer's Financial Statement indicated a balance of \$2,459,296.87.
2. Revenues received:
 - \$1,056.77, interest income.
 - \$4,859.61, City of East Wenatchee, fire code agreement for the 4th quarter, 2016. (Check No. 47217)
 - \$9,409.50, Douglas County TLS, fire code agreement for 2016. (Warrant No. 300098)
 - \$17,000.00, PUD #1 of Douglas County, fire protection agreement for 2017. (Check No. 33201)

CORRESPONDENCE

- Notice was received that the application for the FM Global Fire Prevention Grant was denied. This one was meant to fund an outdoor LED sign.

MINUTES
FEBRUARY 8, 2017
PAGE 2

STAFF REPORTS

Chief:

Chief Baker was on vacation. He prepared a *Report to Commissioners* dated this day that was distributed to members prior to the meeting. It was attached and made part of this record.

Training:

- The two new recruits were finish on week two at the fire training academy.
- The volunteer recruit academy had experienced new challenges this year. Participants from this district dropped from nine down to five. Some classes had to be cancelled when instructors became ill or injured. On-duty crews were filling in to keep the program moving forward.
- Assistant Chiefs Phillips and Brett were participating in blue card training. There were several hours of required course work to prepare for class at the upcoming training officers conference.
- Gavin Burnett was expected to reimburse about \$8,100, based on total resident program cost incurred minus 2/24ths. Monthly payments would likely start in March.
- Assistant Chief Phillips advised that a request for a vehicle for training travel would likely be presented in the future. Mileage was currently being paid to personnel for use of their private vehicles. It was noted that the pickup he was using was due to be replaced this year, but was planned to be the designated vehicle for new command staff.
- Firefighter Shane Flatness was promoted to Firefighter II effective January 15, 2017.

Fire Marshal:

- Assistant Chief Brett further explained the purpose and time required for obtaining a blue card. The holder would be certified as a Type 4 and 5 Structure Fire Commander, a nationally recognized program modeled after the Phoenix Fire Department.
- Assistant Chief Brett was planning to nominate a waitress at the Olive Garden for a *Home Town Hero Award* for taking action to stop two patrons from choking.
- Assistant Chief Brett met with TEGRIS, a company that manages inspections of hood and fire alarm systems. There was no cost to the fire department, but there was a \$15.00 fee to the service contractors who pass it on to their business clients. Their compliance rate was reported to be 90% and essentially provides a free staff person to the Fire Marshal.
- Regarding inspections:
 - The fire alarm system at Super China Buffett was determined to be high risk. The owners were given 30 days to bring it into compliance.
 - Annual notification to the fire district for changes in the commercial occupancy information was under consideration.
 - Ongoing problems at Bonaventure were attributed to bad design.

MINUTES
FEBRUARY 8, 2017
PAGE 3

- Guidance on marijuana extractors came out after inspections were already conducted. Any conflicts with compliance and items already approved would be addressed in the future.
- Requests for Knox boxes had completely gone on-line. The Fire Marshal's role was to verify and approve.
- Report on commercial developments included:
 - Upcoming pre-application review for a proposed elementary school to be located at Perry Avenue and Grant Road.
 - Renovation/upgrade at Canyon View Group Home on Georgia Ave.
 - Development of lots on Fancher Heights would default to the jurisdiction of East Wenatchee since they are located within the urban growth boundary.
- After having met with Jay Carmony from the Department of Ecology, the regulations for outside burning remained convoluted. Assistant Chief Brett would like to have them written in a form that would be more understandable.
- Assistant Chief Brett advised that the Chiefs had been scheduled out to shifts and had started meeting regularly; it was reportedly good interaction.
- Fire prevention curriculum was delivered to Grant School by Firefighter Shane Flatness.

UNFINISHED BUSINESS (None)

NEW BUSINESS

1. The next regular meeting was changed to March 15, 2017 at 5:00 p.m. The request came from staff who would be unavailable on March 8.

PAYROLL & VOUCHERS

January Expenses: Payroll totaled \$155,579.37. Claims totaled \$71,048.14 for Vouchers No. 170202001 through 17022061.

Payroll change was approved effective January 15, 2017 as follows:

- Firefighter Shane Flatness was promoted to the rank of Firefighter II.

Commissioner McBride moved to approve January payroll and vouchers in the amount of \$226,627.51 as presented. The motion was seconded by Commissioner Collings. Motion unanimously passed.

MINUTES
FEBRUARY 8, 2017
PAGE 4

GOOD OF THE ORDER

1. Assistant Chief Phillips initiated a conversation on the prevalence of post-traumatic-stress disorder in the fire service and how the new employee assistance program would benefit our members. The importance of dealing with trauma experienced on and off the job was relayed, some from personal experience. In discussion, Commissioner McBride suggested incorporating the subject of stress in the fire service into an educational event that would reach many fire personnel; his example was the WSFFA Conference held here every year.
2. Reminder: Annual banquet on February 18.

EXECUTIVE SESSION

Chairman Bob Black closed the meeting at 6:01 p.m. for a twenty-minute executive session to discuss the acquisition of real property as allowed under RCW 42.30.110(1)(b). Assistant Chief Phillips and the Secretary remained in the meeting. The open meeting reconvened at 6:21 p.m. No action was taken.

Commissioner Collings moved to adjourn the meeting at 6:25 p.m. The motion was seconded by Commissioner McBride. Motion unanimously passed.