

**ORIGINAL**

**Whatcom County Fire District #21  
Station 61 – Blaine  
9408 Odell Street, Blaine WA 98230  
7:00 pm**

**November 20, 2014**

**Regular – Public Hearing Board of Fire Commissioners Meeting**

**CALL TO ORDER**

Vice-Chairman Whitney called the regular Whatcom County Fire District #21 Board of Fire Commissioners meeting for November 20, 2014 to order at 7:03 p.m. at Station 61 – 9408 Odell Street, Blaine, WA 98230.

**ROLL CALL**

Attendees: Vice-Chairman Dean Whitney ; Commissioners Larry McPhail and Dean Berkeley; Chief Ron Anderson; Division Chiefs Henry Hollander and William Pernet; Training Captain Joe Noonchester; Business Manager Benita Williams.

Chairman Salter and Commissioner Bosman were previously excused from the meeting.

**FIREFIGHTER RECOGNITION**

- Volunteer Londa VanKirk was recognized for her seventeen years of service as a volunteer firefighter with District #3 and North Whatcom Fire and Rescue.

**OATH OF OFFICE**

- Chief Anderson conducted the swearing-in of newly hired career Firefighter David Comp.

**PUBLIC COMMENT**

- Lieutenant Leslee Smith noted that the City of Blaine Firefighters Association established an education scholarship fund over twenty years ago. The North Whatcom Education Scholarship is now managed by Local 106 and any Whatcom County high school student interested in the fire service or emergency medicine is encouraged to submit an application. The scholarship fund is in the process of being renamed in honor of a local firefighter paramedic who was recently lost his life in a motorcycle accident. Leslee inquired if monies donated to the department in memory of loved ones could be directed to help with the funding of the scholarship or if knowledge of this scholarship could be publicized to the community as a donation option.

Chief Anderson noted that monetary donations are typically deposited into the general fund unless a specific designation is requested. The Fire Commissioners along with Chief Anderson agreed to explore the legal parameters surrounding these types of donations prior to further discussion.

## **RECESS INTO PUBLIC HEARING**

- Vice-Chairman Whitney opened the public hearing at 7:36 p.m. to hear comments for the proposed 2014-15 resolution allowing the district to increase its budget by up to one percent.

Prior to any comments Chief Anderson provided background information about the resolution. The resolution is a required formality and used as a placeholder for the district to take a one percent increase if the assessed values permits.

## **PUBLIC HEARING STATEMENT**

- No public testimony was given

**MOTION:** Vice-Chairman Whitney moved to close the meeting at 7:38 pm. The motion was seconded by Commissioner McPhail and approved 3-0.

## **RECONVENE INTO REGULAR MEETING**

- Vice-Chairman Whitney reconvened the regular meeting at 7:39 p.m.

## **NEW BUSINESS**

- **Resolution 2014-14 Allowing the District to Increase its Budget by Up to One Percent from the Highest Lawful Levy Since 1985:**

**MOTION:** Commissioner McPhail moved to approve Resolution 2014-14 Allowing the District to Increase its Budget by Up to One Percent from the Highest Lawful Levy Since 1985. The motion was seconded by Commissioner Berkeley and approved 3-0.

## **APPROVAL OF MINUTES**

**MOTION:** Commissioner McPhail moved to approve the October 16, 2014 regular commissioners meeting minutes as presented. The motion was seconded by Commissioner Berkeley and approved 3-0.

## **MONTHLY REPORTS**

- **Chief's Report:** Chief Anderson provided a summary of the chief's report.

Chief Anderson reported that activity for both districts during the month of October was ninety-eight (98) fire related calls and two hundred ten (210) medical related calls for a combined total of three hundred eight (308) calls. There were forty-seven (47) overlapping incidents. The average fire response time was nine minutes one second while the average EMS response was eight minutes thirty-nine seconds. The combined average response time minus mutual aid and auto aid incidents was eight minutes forty-three seconds. District 4 has a year to date total dollar save rate of seventy percent (70%) while NWFR has a total year to date dollar save rate of eighty-six percent (86%).

Chief Anderson recognized newly hired career firefighter David Comp for graduating from the Washington State Fire Academy on October 31, 2014. Chief Anderson, Captain Noonchester and District 4 Fire Commissioner Andrews attended the ceremony. Firefighter Comp was sworn in during the meeting.

Chief Anderson recognized Volunteer Londa VanKirk for her seventeen (17) years of service with the district. Londa will be leaving the area at the end of the year.

Chief Anderson reviewed the eight (8) firefighters who are currently attending the EMT class and the six (6) firefighters attending the County Fire Academy. One recruit has recently withdrawn from the WCRA and the hope is that she will reapply in the future.

The district is in the process of attempting to standardize Fire Response Lists (FRLs) across the County. The FRLs are what dispatch uses to determine which stations and what apparatus are dispatched to the various types of calls. Chief Anderson noted that there remain some glitches in the County system that has yet to be addressed. The hope is to implement the changes early in 2015.

The district is in the process of providing its members with comprehensive training and guidance regarding Ebola protocols. The City of Bellingham, the Department of Health and the County Emergency Management are working on with the hospital to develop Ebola guidelines. The Bellingham Fire Department is in the process of assembling a specially trained task force to respond to Ebola incidents county-wide if necessary.

Chief Anderson reported that a meeting has been scheduled with pertinent fire chiefs to discuss cross border mutual aid on Tuesday, December 9, 2014. Chief Anderson will keep the Board updated as discussions progress.

- **Operations Report:** Chief Pernet provided a summary of the operations report.

Chief Pernet highlighted the district's non-emergency crew activities around the district including participation in the Home Depot Safety Fair, Semiahmoo Kids Camp, High School football standby's, County Fire Academy, Pumpkin Party, CPR classes, and the District 7 Lieutenant promotional process.

Chief Pernet reviewed the October meetings attended by the operations division including the EMS conference, Dispatch call types, Annual Fitness Evaluation, Safety Committee, History of Whatcom EMS, County Operations and Labor / Management.

The operations division has been involved in many projects including equipment identification, Ebola response, NWRC procedures, equipment ordering, volunteer time sheets, hiring list process and various district policies and procedures.

Chief Pernet reviewed the most recent significant structure fires within the district's response area.

- 10/25/14: 2048 Loomis Trail Rd: structure filled with smoke caused by electrical wiring
- 10/01/14: 8456 Morning Side: gunshot wound

Chief Pernet noted that Britton Loop Station 12 was staffed with three (3) or more firefighters (including volunteer firefighters) twenty-six (26) of the thirty-one (31) days in October while Blaine Station 61 was staffed with three (3) or more firefighters twenty-five (25) days. Chief Pernet announced that the district will go back to constant staffing for the remainder of the year provided overtime costs stay under budget.

Chief Pernet reviewed the staffing and time off statistics for October. Six hundred sixty-six (666) hours of sick time, one thousand one hundred forty (1,140) vacation hours were utilized and volunteers worked a total of six hundred sixty-four (664) shift hours during the month of October.

- **Training Report:** Training Captain Noonchester provided a summary of the training report.

Career and volunteer staff spent one thousand five hundred ninety-seven (1597) hours on training in the month of October. The total includes the Whatcom County Recruit Academy (WCRA) as well as the East County EMT School.

The WCRA is nearing completion. Recent training has focused on live fire training in Anacortes. The group will be completing FF1 and Hazardous Materials testing in the near future.

The East County EMT School is also nearing completion. It is expected that the district graduates will be responding from Northwood Station 72.

Members attended outside training including officer development, vehicle extrication and community para medicine.

Captain Noonchester recognized firefighters M. Lyshol and volunteer D. Oliver for completing the most training hours during the month of October.

Captain Noonchester reported that the district has applied for partial reimbursement grants for members who complete the WCRA or EMT School.

The WCRA graduation will be held on Wednesday, December 17 at 7:00 p.m. located at Horizon Middle School in Ferndale. Everyone is invited to attend.

- **Technical Support Report:** Chief Hollander provided a summary of the technical support report.

Chief Hollander noted that the Semiahmoo Marina is waiting for materials to arrive prior to installing their new standpipe system.

The old Rite Aid store has completed their sprinkler system repairs.

Chief Hollander provided an update of the anticipated building projects around the district.

- Lincoln Park Retirement Center – Public hearing scheduled for December 10, 2014
- Whisper Lake – mitigation agreement recorded with the County

The district is in the process of updating all fire department lock boxes at the Birch Bay Square shopping center.

The Blaine City Council has requested that the Fire Marshal prepare a new ordinance to upgrade the fire code regarding marine boathouse's to match the ordinance adopted by the City of Bellingham.

Fourteen (14) occupancy inspections were completed during the month of October.

Chief Hollander reviewed recent apparatus and facility improvements.

- The engine on AP 512 (Aid 69) has been replaced. Chief Hollander noted that the maintenance crew did an outstanding job with this difficult repair.
- The 1986 Chevy Suburban (AP 304) was sold at auction held on Saturday, November 1 for \$1,300.

There continues to be slow progress to report on the Harvey Rd. repeater site.

## **FINANCE**

- **Fund Balances:** Benita Williams, Business Manager provided information regarding the District's current fund balances.
- **November Vouchers:**

**MOTION:** Commissioner McPhail moved to approve the November NWFR Employees Direct Deposit Payroll Vouchers #1130-1192 in the amount of \$256,027.86. The motion was seconded by Commissioner Berkeley and approved 3-0.

**MOTION:** Commissioner McPhail moved to approve the November Volunteer Direct Deposit Payroll Vouchers #1193-1129 in the amount of \$7,695.80. The motion was seconded by Commissioner Berkeley and approved 3-0.

**MOTION:** Commissioner McPhail moved to approve the November Non-Direct Deposit Payroll Voucher #1230 in the amount of \$46.17. The motion was seconded by Commissioner Berkeley and approved 3-0.

**MOTION:** Commissioner McPhail moved to approve the November Benefits Vouchers #0132-0143 in the amount of \$147,194.49. The motion was seconded by Commissioner Berkeley and approved 3-0.

**MOTION:** Commissioner McPhail moved to approve the November Vouchers #2006-2230 in the amount of \$70,090.84. The motion was seconded by Commissioner Berkeley and approved 3-0.

**MOTION:** Commissioner McPhail moved to approve the November Capital Projects Facilities Vouchers #2231-2234 in the amount of \$64,236.34. The motion was seconded by Commissioner Berkeley and approved 3-0.

#### **UNFINISHED BUSINESS**

- **Exhaust System Update:** The district was awarded a Federal Emergency Management Agency (FEMA) grant to install vehicle exhaust removal systems at Birch Bay Station 63 and Blaine Station 61. Currently work has been completed at Birch Bay Station 63 which also includes an outlet for the maintenance shop. The system has been set up on ceiling tracks with hoses that attach to the apparatus by magnets both in and outside the bays. This system will greatly reduce diesel omissions inside the apparatus bays. Chief Anderson is hopeful that FEMA will allow the district to utilize any remaining funds to install an exhaust system at Delta Station 68.

The FEMA grant is in the amount of \$130,440 and requires a ten percent (10%) match by the fire district.

- **Labor Negotiations:** Chief Anderson reported that the district continues to meet with Labor to discuss the two articles up for negotiation as per the current labor agreement. The next meeting is scheduled for Tuesday, December 16, 2014.

#### **POLICIES & PROCEDURES**

- None

## **NEW BUSINESS CONT.**

- **Resolution 2014-15 Surplus Fire Hose:** Chief Hollander reported on the portion of fire hose that is no longer useful to the district.

**MOTION:** Commissioner McPhail moved to approve Resolution 2014-15 Surplus Fire Hose. The motion was seconded by Commissioner Berkeley and approved 3-0.

## **CORRESPONDENCE**

- Whatcom County Auditor's Office re: Submitting ballot measures
- Northern Light - Letter to the Editor re: Thank you from Jerry and Meva Janeway
- Semiahmoo Resort Association re: Thank you to Chief Hollander for presentation
- Bellingham Herald article re: Delays at Blaine railroad crossing
- Bellingham Herald article re: D St. fire
- Northern Light re: D St. fire
- Department of Health re: National Rural Health Day
- The Responder: District newsletter, November issue

## **ANNOUNCEMENTS**

- Blaine Community Thanksgiving Baskets – Wednesday, November 26, 2014
- Santa Run – Saturday, December 6, 2014
- District Holiday Party – Friday, December 12, 2014 @ 6:00 p.m. – Laurel St 69
- Chief Anderson recognized Lieutenant Leslee Smith for organizing the latest Community Assistance Program (CAP) district meal held on Wednesday, December 5, 2014 at the Blaine Senior Center.

## **AGENDA ITEMS FOR THE NEXT MEETING**

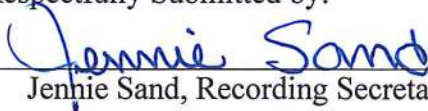
- Exhaust System Update
- Labor Negotiations

## **SIGNING OF DOCUMENTS**

## **ADJOURNMENT**

**MOTION:** There being no further business Commissioner McPhail moved to adjourn the meeting at 8:45 p.m. The motion was seconded by Commissioner Berkeley and approved 3-0

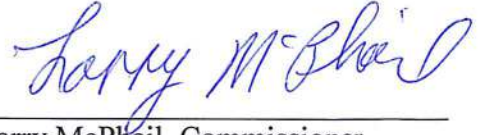
Respectfully Submitted by:

  
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Jennie Sand, Recording Secretary

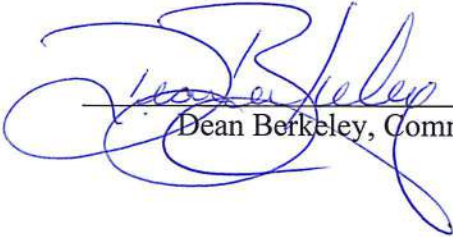
**ATTEST:**



Dean Whitney, Vice-Chairman



Larry McPhail, Commissioner



Dean Berkeley, Commissioner



Chief Anderson, Board Secretary

