

**Whatcom County Fire District #21
Station 61 – Blaine
9408 Odell Street, Blaine WA 98230
1:00 pm
March 15, 2018
Regular Board of Fire Commissioners Meeting**

CALL TO ORDER

Chairman Bosman called the regular Whatcom County Fire District #21 Board of Fire Commissioners meeting for March 15, 2018 to order at 1:03 p.m. at Station 61 – 9408 Odell Street, Blaine, WA 98230.

PLEDGE OF ALLEGIANCE

ROLL CALL

Attendees: Chairman Rich Bosman; Vice-Chairman Bruce Ansell; Commissioners Larry McPhail, Dean Berkeley and John Crawford; Fire Chief William Pernet; Assistant Chief Joe Noonchester; Division Chief Henry Hollander.

PUBLIC COMMENT

- None

APPROVAL OF CONSENT AGENDA

1. Meeting Minutes
 - a) February 15, 2018 – Public Hearing
 2. Staff Reports - Chiefs / Operations / Training / Technical Support
 3. Financial Report / Revenue
 - a) Total Revenue – February \$80,835.60
 - b) Total Expenditures – March \$557,962.71
 4. Voucher / Payroll / Benefits
 - a) NWFR Employees Direct Deposit Payroll #191-218: \$269,661.35
 - b) Volunteer Direct Deposit Payroll #219-235: \$910.48
 - c) Non-Direct Payroll #3-5: \$2,623.05
 - d) Benefits Voucher#23-34: \$213,075.48
 - e) Monthly Expenditure Vouchers: \$62,231.71
 - f) Capital Projects Apparatus: \$8,426.05
 - g) Capital Projects Facilities: \$34.59
2. Chief Hollander noted that in the chief’s report, there were five inspections completed during the month of February not January.

MOTION: Vice-Chairman Ansell moved to approve the Consent Agenda as corrected. The motion was seconded by Commissioner McPhail and approved 4-1 with Commissioner Berkeley voting against.

NW FIRE COMMISSIONER MONTHLY REPORTS

Whatcom County Fire Commissioners: Commissioner McPhail attended the March 14 meeting. Commissioner McPhail reported on the Open Public Meeting Act and Public Records Act training for Fire Commissioners provided by Attorney Rich Davis.

Commissioner McPhail provided information on the recent legislation status that impacts the fire service.

- The state 911 funding bill did pass. Twenty million dollars including two million has been appropriated for the Next Generation 911 system in the four counties of Whatcom, Island, Snohomish and Skagit.

Commissioner McPhail met the new County EMS Director Mike Hilley.

Commissioner McPhail also noted that Whatcom County will receive funds to build a triage center on Bakerview Road to help with medical overages at the hospital.

Commissioner Crawford will continue to forward the meeting notes to each NWFR Fire Commissioner.

IAFF LOCAL 106 MONTHLY REPORT

- None

LEGAL ISSUES

- Attorney Rich Davis discussed a couple of court cases surrounding public records requests. In one case, the Supreme Court ruled that an agencies' refusal to include personal phone text messages pertaining to that agency should have been searched and produced, ultimately resulting in a severe penalty. It was noted that the any penalties incurred will not be covered by insurance.

Chief Pernet noted that the district forwards most public records request to the attorney for review and to ensure that the district remains compliant to the Public Records Act.

UNFINISHED BUSINESS

- **Semiahmoo Station 62 Roof Update:** Chief Hollander has no updates at this time. Chief Hollander noted that the district is still in the bidding process and plans to complete the project sometime this summer.

NEW BUSINESS

- **Fire Chief Evaluation:** Chairman Bosman noted that the commissioners are underway with the fire chief evaluation process. Chairman Bosman requested additional input from the commissioners.

POLICIES & PROCEDURE

- None

CORRESPONDENCE

- Bellingham Herald article re: Structure fire on Shintaffer Rd.
- Northern Light article re: Reimbursement for Medicaid transports
- From Gay Parish re: Thank you for service
- From Erlene Poole re: Thank you for service
- From Eaton, Branson and Amber Quint re: Thank you for service
- From Marilou Moore re: Thank you for service
- The Responder: District newsletter, January issue

ANNOUNCEMENTS

- **Career Fair:** Vice-Chairman Ansell recognized Lieutenant Leslee Smith for her involvement with the recent Blaine School District career fair. Vice-Chairman Ansell appreciates that Lt. Smith participates in many events and projects around the Blaine community, representing the district favorably.
- **April Board Meeting Attendance Query:** All Commissioners present with the exception of Commissioner Crawford are expected to attend the April 19 meeting.
- **2018 Fire Commissioner Training:** A Board fire commissioner training will be held April 21 at 9:00 a.m. at Odell Station 61. District #4 Board members may also participate in the training. Topics will include attendance at meetings, chain of command, strategic planning and ongoing relationships with District #4.
- **Assistant Chief Probation:** Chief Noonchester has completed his one year performance evaluation and has now officially completed his probationary year.

PUBLIC COMMENT

- None

AGENDA ITEMS FOR THE NEXT MEETING

- Fire Chief Evaluations
- Semiahmoo Station 62 Roof Update

EXECUTIVE SESSION

Chairman Bosman recessed the meeting for an Executive Session, per *RCW 42.30.140(4)(a)* “*Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.*” and;

per RCW 42.30.110(g) *“to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.”*

at 1:25 p.m. for approximately twenty minutes until 1:45 p.m. Division Chief Henry Hollander, District #4 Fire Commissioner Harry Andrews and Attorney Rich Davis remained for the executive session.

The meeting was extended for an additional ten minutes at 1:45 p.m.

The meeting was extended for an additional fifteen minutes at 2:05

MEETING RECONVENED

Chairman Bosman called the regular meeting back into open session at 2:20 p.m. No actions were taken as a result of the executive session.

SIGNING OF DOCUMENTS

ADJOURNMENT

MOTION: There being no further business Commissioner McPhail moved to adjourn the meeting at 2:31 p.m. The motion was seconded by Vice-Chairman Ansell and approved 5-0.

Respectfully Submitted by:

Jennie Sand, Recording Secretary

ATTEST:

Rich Bosman, Chairman

Bruce Ansell, Vice-Chairman

Larry McPhail, Commissioner

Dean Berkeley, Commissioner

John Crawford, Commissioner

Chief Pernet, Board Secretary