

**Whatcom County Fire District #21
Station 61 – Blaine
9408 Odell Street, Blaine WA 98230
1:00 pm
May 17, 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 May 17, 2018 to order at 1:02 p.m. at Station 61 – 9408 Odell Street, Blaine, WA 98230.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Vice-Chairman Ansell was previously excused from this meeting.

PROMOTIONS

- Chief Pernet recognized Captain Jon Ahrenholz Lieutenant Jeff Hofstad on their recent promotions, effective May 3, 2018. Members of both families attended and participated in the pinning ceremony. Captain Ahrenholz has been assigned to A Shift at Birch Bay Station 63 while Lieutenant Hofstad has been assigned B Shift at Britton Loop Station 12. Congratulations!

PUBLIC COMMENT

- None

APPROVAL OF CONSENT AGENDA

1. Meeting Minutes
 - a) April 19, 2018
 - b) April 21, 2018 – Work Session
2. Staff Reports – Chiefs / Operations / Training / Technical Support
3. Financial Report / Revenue
 - a) Total Revenue – April \$2,194,704.37
 - b) Total Expenditures – May \$529,996.80
4. Voucher / Payroll / Benefits
 - a) NWFR Employees Direct Deposit Payroll: \$271,189.76
 - b) Non-Direct Payroll (April) #8: \$4,661.66
 - c) Non-Direct Payroll: \$4,897.16
 - d) Benefits Voucher #23-34: \$174,168.86

- e) Monthly Expenditure Vouchers: \$70,207.76
- f) Capital Projects Apparatus: \$4,871.60

MOTION: Commissioner McPhail moved to approve the Consent Agenda as presented. The motion was seconded by Chairman Bosman and approved 4-0.

NW FIRE COMMISSIONER MONTHLY REPORTS

Blaine City Council: Vice-Chairman Ansell provided a Blaine City Council report via email to Chairman Bosman. Vice-Chairman Ansell noted that an upcoming public hearing scheduled for Tuesday, May 29, 2018 will address charging development impact fees vs. mitigation fees within the City of Blaine.

Chief Hollander noted that since three members of the Blaine City Council are new they will once again revisit the impact of charging impact fees (traffic, parks, emergency services) for new construction. Currently the district can only charge mitigation fees if the project passes the State Environmental Policy Act (SEPA) threshold. The Council is considering charging impact fees on every building project within the City of Blaine which would allow the district to collect both impact fees within the City of Blaine and mitigation fees in the County.

Chief Pernet noted that they will closely monitor the discussions and provide the Board with updates. Both Commissioner Ansell and Chief Hollander plan on attending the meeting. Chief Hollander will prepare a presentation on the district's mitigation fee structure for the Council.

In addition, the Public Works Department will be updating the City's Emergency Response Plan. Although that this is an internal response plan by the City of Blaine, Chief Hollander expects to meet with the Public Works Department in the future to review the fire district's expectations.

Whatcom County Fire Commissioners: Commissioner Crawford attended the May 9, 2018 Whatcom County Fire Commissioners Meeting. The County Commissioners is contemplating holding a conference possibly in Snohomish in the future.

The County Commissioners also discussed replacing Fire Agency Radio System (FARS) member representatives as two will be retiring in the near future.

Commissioner Crawford will continue to forward the minutes from the meetings.

IAFF LOCAL 106 MONTHLY REPORT

- None

LEGAL ISSUES

- Attorney Rich Davis discussed RCW 43.19.648 which requires all local governments, including fire districts and regional fire authorities to convert their

vehicle fleets to electricity or biofuel and for agencies who use more than 200,000 gallons of fuel per year to begin reporting usage effective June 1, 2018.

WAC 194-29-070 does allow local governments to exempt police, fire and other emergency response vehicles from the fuel usage requirement. Attorney Rich Davis recommended drafting a resolution exempting all district owned fire and response vehicles from the electricity and biofuel usage requirement.

UNFINISHED BUSINESS

- **Semiahmoo Station 62 Roof Update:** Chief Hollander presented the Semiahmoo Station 62 tab reroof bids.
 - Joosten's Roofing: \$28,890.00 plus sales tax
 - Mt. Baker Roofing: \$38,685.00 plus sales tax
 - Scholten Roofing: \$57,951.78 plus sales tax
 - HyTech Roofing: \$161,630.00 plus sales tax (metal roof)

Chief Hollander noted that the roof must meet the Semiahmoo Resort Association standard for roofing material. Chief Pernet noted that staff recommends to move forward with Joosten's Roofing bid. Reroofing the station is an unbudgeted item, making it necessary for the Board to approve a budget amendment toward the end of the year. Once the Joosten's contract is drafted it be brought back to the Board for approval.

Chief Hollander reiterated that the district plans to complete the project sometime this summer.

- **Ground Emergency Medical Transportation Program:** Chief Pernet provided an update regarding the Ground Emergency Medical Transportation (GEMT) Program.

Public Consulting Group (PCG) recently completed the cost analysis and reviewed their findings with the district. Only a certain percentage of the total cost of transport can be collected. Based on multiple factors, Chief Pernet noted that cost of an actual transport is \$5,078.00. The districts managed care and Medicare calls will be billed accordingly however, the district will only see a percentage of the fee (FMAP) based on a sliding scale on when the patient was originally signed up for managed care. The minimum the district can collect is fifty percent.

Chief Pernet estimated that the district will be reimbursed from \$310,000 (conservative) up to \$410,000 (optimistic) for managed care and Medicare transports in 2017, possibly by the end of September. The district has also applied for reimbursement for 2018 and 2019.

Chief Pernet noted that the district is not assured how long the government will continue the program nor are the funds guaranteed. The monies will not be included as revenue but as unexpected revenue. Chief Pernet recommended that the funds be utilized for new facilities, apparatus, gear and equipment, dependent upon where the Board wishes to see the funds disbursed.

Chairman Bosman questioned which other districts were taking advantage of the program. Other neighboring districts including the Bellingham Fire Department, Districts #7, #14 are also participating in the program.

NEW BUSINESS

- **Resolution 2018-07 Appointing a District Agent:** Chief Pernet noted that the according to state law (RCW 4.96.020) the District needs to have a representative to accept tort claims on its behalf. The County Auditor's Office stated that they do not have record of previous resolutions passed in both 2013 and 2016. In addition, some additional language was required.

MOTION: Chairman Crawford moved to approve Resolution 2018-07 Appointing a District Agent. The motion was seconded by Commissioner Berkeley and approved 4-0.

POLICIES & PROCEDURE

- None

CORRESPONDENCE

- Sharone Lee re: Jake Larouge
- Northern Light article re: Re Bike donation
- Northern Light article re: Birch Bay subdivision delay
- From Gary Peters re: Thank you for service
- From Debbie Kostyshak re: Thank you for service
- The Responder: District newsletter, May issue

Chief Pernet provided background information on Jake Larouge, an autistic young man who has been assisting crews with cleaning the bay floors at both Britton Loop Station 12 and Odell Station 61. Chief Pernet acknowledged Captain Ahrenholz and Lieutenant Nelson and their crews for working with the Jake.

Chief Pernet recognized Chief Noonchester for his part in a recent cardiac emergency on Monday, April 30 that involved the use of an AED. The gentleman is expected to make a full recovery due in part to the quick action by Chief Noonchester.

ANNOUNCEMENTS

- **Northwood Station 72 Parking Request:** Chairman Bosman announced that the Northwood Store has requested the use of a portion of Northwood Station 72's

cement area to park a collection of classic cars for a birthday celebration to be held on Friday, May 18, 2018. Consent was given provided that no emergency vehicles are blocked.

- **June Board Meeting Attendance Query:** All Commissioners present are expected to attend the June 21 meeting.
- **Fire Chief Employment Contract:** Chairman Bosman noted that Chief Pernet's employment contract has been updated as per the motion passed on Thursday, April 19, 2018.

PUBLIC COMMENT

- None

AGENDA ITEMS FOR THE NEXT MEETING

- Semiahmoo Station 62 Roof
- Resolution exempting district vehicles from alternative fuels requirement

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."

at 1:40 p.m. for up to twenty minutes until 2:00 p.m. Division Chief Henry Hollander, District #4 Fire Commissioner Harry Andrews and Attorney Rich Davis remained for the executive session.

MEETING RECONVENED

Chairman Bosman called the regular meeting back into open session at 1:50 p.m. No actions were taken as a result of the executive session.

SIGNING OF DOCUMENTS

ADJOURNMENT

- MOTION:** There being no further business Chairman Bosman moved to adjourn the meeting at 2:00 p.m. The motion was seconded by Commissioner McPhail and approved 4-0.

Respectfully Submitted by:

Jennie Sand, Recording Secretary

ATTEST:

Rich Bosman, Chairman

Larry McPhail, Commissioner

Dean Berkeley, Commissioner

John Crawford, Commissioner

Chief Pernet, Board Secretary