

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
July 23, 2007**

The meeting convened at 1900 hours at East Valley Fire Station 40. Those present were Chief Warren Gay and Commissioners Dan McNulty, Commissioner Les Riel excused for vacation, and Commissioner Joseph Gendron. Others present were District Secretary Michelle Rosen, Battalion Chief Mike Riel, East Valley Fire District Personnel, and audience members.

Chairman Dan McNulty called the meeting to order and conducted the Pledge of Allegiance. He noted Commissioner Riel's excused absence.

APPROVAL OF AGENDA

Chairman McNulty requested that the *Executive Session* portion of the meeting be moved to *Unfinished Business*. He also requested that Mr. Deccio's promotion be added to *New Business*. District Secretary Rosen noted a change in *Edit List Approval* for Batch 238830. She distributed updated copies to the Board and reported that the revised amount of the batch is \$24,376.25. She explained that she received additional bills in the day's mail, and rather than wait for the next warrant issue date, she processed them thus meeting the County's submittal deadline of July 24 at 4:00.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA

There being none, Chairman McNulty continued with the next item on the agenda.

APPROVAL OF PREVIOUS MINUTES

A. July 9, 2007 – Approve or Deny

Chairman McNulty made a motion to accept the minutes as submitted. Commissioner Gendron seconded the motion, and the motion carried.

EDIT LIST APPROVAL

A. Batch #238355, \$11,295.51

B. Batch #238830, \$21,761.97

Commissioner Gendron made a motion to accept the edit list as submitted. Chairman McNulty seconded the motion and the motion carried.

SECRETARY'S REPORT

District Secretary Rosen reported that the budget and reported expenditures to date were included in the Board's packet. Commissioner Gendron expressed his concern regarding added fuel consumption. Chief Gay responded that the additional fuel costs will be able to be absorbed and the budget percentages are still within acceptable limits. District Secretary Rosen made mention that the report included a breakdown of salaries, personal benefits, supplies, fire expense fund, and the EMS fund. Commissioner Gendron noted that all areas are within their limits and no funds have had to be transferred. Chief Gay conveyed to the Board that he does have some concerns with regard to some line items and informed them that the District is currently enforcing a purchasing freeze and only necessary items are being approved for purchase. He indicated that he and District Secretary Rosen will be working together to bring those line items back to within safe limits. District Secretary Rosen also notified the Board that the District's communication budget is currently exceeding the 2007 budget. She explained that the edit lists will show this item as being over budget by the note "exceed 2007."

CORRESPONDENCE

District Secretary Rosen stated there was none at this time.

UNFINISHED BUSINESS

A. B.C. Riel's Contract

Chairman McNulty dismissed the Board into Executive Session for approximately 30 minutes.

Chairman McNulty called the meeting back to order and reported that no decisions had been made.

NEW BUSINESS

Chief Gay announced Dave Deccio's promotion to East Valley Fire Department Captain and administered his oath. Commissioner Gendron made a motion to accept Dave Deccio's promotion to Captain. Chairman McNulty seconded the motion and the motion carried.

COMMISSIONER'S REPORT

There being none, the meeting continued.

DEPARTMENT ACTIVITY REPORT

Chief Gay indicated that the reports in the Board's packets that were submitted by subordinate day staff had been reviewed and accepted. District Secretary Rosen added that 10 interviews for new firefighters have been scheduled for July 24th from 9 a.m. to 3:45 p.m.

Chief Gay is hoping for at least 15 for the academy.

Commissioner Gendron submitted a variety of questions for B.C. Riel with regard to his ongoing revisions to the recruit task book. B.C. Riel reported that he is working on combining two section modules into one. He explained that the original intent of the book was to use it during recruit class and then again after the class for being able to assess knowledge retention and practical skill checks. He is also working on bringing the categories more into alignment.

Commissioner Gendron confirmed with B.C. Riel that signatures of approved evaluators in a task book will not be questioned. He explained that the evaluator who signs off is held accountable for the person he trained to perform the given task. Commissioner Gendron also confirmed with B.C. Riel that there is not an 18 hour drive time requirement before an individual can respond to a call as a driver on a rescue truck. B.C. Riel indicated that the individual only needs to show a number of drive times and be evaluated. He reported that the persons qualified to evaluate this task have been limited by Chief Gay. Commissioner Gendron also verified that driving time on a rescue truck varies from driving time and pumping on an engine and/or driving on a tender. He questioned if a company officer is able to sign off on a rescue truck. B.C. Riel noted that this is a gray area; he believes they are, but with the exception of anything greater than 26,000 GVW due to EVAP requirements. In addition, he noted that a list of approved evaluators for anything 26,000 GVW and greater is posted on the ERS website. This website also contains a list of persons available to do driver training. Commissioner Gendron asked for assurance that the District is making it more accessible and easier for tasks to be completed and signed off. He confirmed that Lieutenants Lenseigne and Shrank and firefighter Evers are able to sign off on pumpers and tenders and questioned B.C. Riel's absence from the list of approved signors. Chief Gay indicated that he established the list of day staff approved evaluators to make it more uniform and Mike is the training officer who oversees the program. B.C. Riel indicated that this group is in the process of developing more of a documentation related evaluation form that would list tasks to be evaluated. Commissioner Gendron again verified that there are no set hours required for driving a pumper and tender. B.C. Riel responded that driving depends on previous experience and attending the EVAP class. He noted that they are considering an age requirement for anything over 26,000 GVW. B.C. Riel also explained that individuals can get drive time during training sessions and returning from calls. After adequate hours are established, the person is cleared for evaluation and can participate in a rodeo course and driving course.

Commissioner Gendron was adamant in making sure that District personnel are accessible and readily available in order to help accomplish these established goals and that there are no

stumbling blocks to hinder their success. B.C. Riel responded that they are given opportunities on drill nights, they are able contact any sleeper shift officer, weekend duty officer, or any company officer and that they will receive training time and paid credit when they work on those activities. Commissioner Gendron suggested that he wouldn't be opposed to overtime as a possible solution to assisting in accomplishing their competencies. Chief Gay informed the Board that he has already made this authorization.

Audience member Kyle Jacobs voiced his concern that the District has hired Brett Larson who is a probationary firefighter. The Board turned the floor over to Chief Gay who responded that Brett is a fully trained firefighter who has been hired as a fill-in for 4 months. He attempted to explain that probation is not knowledge restricted; it is time on the department restricted.

Chairman McNulty gained control of the meeting, asserting that Brett has proven himself on numerous calls and that Chief Gay and other officers are completely satisfied with his performance. B.C. Riel added that Brett is not the first individual to be in this program and in order to even get to this point, basic firefighter training at the academy had to be completed. He continued, stating that this program is an excellent opportunity for more intense training with the day crew and to receive on the job experience. Kyle questioned if Brett is able to run mutual aid in the absence of a full-time firefighter. Chief Gay confirmed that he is.

Chairman McNulty congratulated the following individuals who recently completed EMT: Justin Allen, Jeremy Arnold, Brett Larson, Joseph Nation, Claude Shipley, Kyle Schmits, and Nick Wright.

Chairman McNulty made a motion to accept the Department Activity Reports as submitted. Commissioner Gendron seconded the motion and the motion carried.

ANNOUNCEMENTS

There being none, the meeting continued.

EXECUTIVE SESSION RCW 42.30.110(g)

During the approval of the agenda, this item was moved to Unfinished Business.

GENERAL DISCUSSION – Limited between Board and Staff – NO PUBLIC INPUT

District Secretary Rosen reported that the Board's rate of pay was increased to \$90 with the passage of ESHB 1368.

SIGNING OF DISTRICT DOCUMENTS

District Secretary Rosen presented the documents to the Board for their signature.

ADJOURNMENT

Chairman McNulty made a motion to adjourn the meeting. Commissioner Gendron seconded the motion and the meeting was so adjourned at 2008 hours.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner