

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
August 13, 2007**

The meeting convened at 1900 hours at East Valley Fire Station 40. Those present were Chief Warren Gay and Commissioners Dan McNulty, Les Riel, and Joseph Gendron. Others present were Battalion Chief Mike Riel, Office Assistant Danielle McNulty, East Valley Fire District Personnel, and audience members.

Chairman Dan McNulty called the meeting to order and conducted the Pledge of Allegiance.

**APPROVAL OF AGENDA**

There being no changes, the agenda was approved.

**LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA**

Chief Gay requested that the Board appoint Danielle McNulty as acting recording secretary for this meeting as District Secretary Michelle Rosen was excused due to a family illness.

Commissioner Riel made a motion to accept Ms. McNulty's appointment. Commissioner Gendron seconded the motion and the motion carried.

There being no public input for items not on the agenda, Chairman McNulty continued the meeting.

**APPROVAL OF PREVIOUS MINUTES**

**A. July 23, 2007 – Approve or Deny**

Chairman McNulty made a motion to accept the minutes of the July 23 meeting. Commissioner Gendron seconded the motion and the minutes were so approved.

**EDIT LIST APPROVAL**

**A. Batch #239954, \$5,896.80**

Commissioner Riel made motion to accept the edit list as submitted. Commissioner Gendron seconded the motion and Batch #239954 in the amount of \$5,896.80 was so approved.

**SECRETARY'S REPORT**

This item was postponed until the next regularly scheduled meeting.

**CORRESPONDENCE**

Chief Gay reported that he had previously submitted Steve Leitch's name to the Washington State Fire Chief's Association for their annual fallen firefighter's memorial; the District received a copy of the program that the staff will be framing and posting it in the District office in his memory.

Chief Gay also reported that the District received a thank you card from a family they had responded to.

Commissioner Riel mentioned they also received a letter from Chief Charlie Hines expressing his appreciation of Matt Eaton for his service. Chief Gay noted that he had given a copy of the letter to Matt and a copy was also placed in his file.

## **UNFINISHED BUSINESS**

Commissioner Gendron reactivated Commissioner Riel's suggestion from 3-4 months ago to hire an outside instructor for a Teambuilding seminar for the District. Chief Gay reported that he had contacted Daphne Snyder and Associates at that time, but due to the extravagant expense, timing, and her request to remove the crews from the station into a neutral atmosphere, the issue was put on hold.

There was discussion amongst the Board regarding this issue ~ Commissioner Gendron suggested that the Chief research the issue for the day staff and the Board. Commissioner Riel questioned if this could be incorporated into their strategic planning. Commissioner Gendron noted that he feels strongly that this guidance is necessary due to the past turmoil in the District, changes in personnel, etc. Commissioner Riel suggested that this training be scheduled after the November elections as a new commissioner might be brought on board. Commissioner McNulty suggested that the Dispute Resolution Center be contacted.

Under the direction of the Board, Chief Gay will be doing some additional research regarding Commissioner Gendron's request for a teambuilding seminar for the District.

Commissioner Riel asked if the year end report was close to completion. Chief Gay reported that it was.

## **NEW BUSINESS**

### **A. Master Instructor Pay**

Chief Gay brought this issue before board and was open for questions. He explained that Master Instructor Pay would not be for all instructors, only those who manage two or more instructors, be up against critical scheduling, and would have a critical type class such as a recruit class.

Commissioner Gendron had many questions regarding this issue. In summary, his questions related to the following:

- What qualifications would a drill master need?
- Would these individuals need to have gone through Level 1-4 training?
- Would this only apply to Tuesday night drills?
- Would this include pump operating?
- Could this include driving?

Battalion Chief Riel supplied Commissioner Gendron with the following answers and explanations to his questions:

- A drill master would be someone with a history, background, and was well versed in the area. He used Mike DiTomasso as an example and explained that Mike has the experience of an Assistant Drill Master and is at the Captain level. He also used Rick Woodall as an example for someone who is proficient in wild land training.
- A drill master would not need to have gone through Level 1-4 training as long as they are being overseen by a Level 1 instructor to ensure the quality of the class.
- It would mostly focus on recruit classes and wild land training – areas that are the biggest training goals to accomplish.
- It could include pump operating if one of the district's personnel wanted to instruct the class.
- Chief Gay noted that driving is more individual and more than likely would not be included.

Commissioner Gendron indicated his questions were in an effort to determine if this could be consolidated into getting more people trained for drivers and pump operators. Chief Gay responded that it could possibly be expanded.

Commissioner Riel suggested that written criteria be established and incorporated into the administrative policy manual.

Commissioner Gendron confirmed that the EVAP class was given once a year. BC Riel responded that it was offered once a year to all of the new recruits and was on a 4 year cycle of recertification.

Commissioner Riel inquired as to the impact to the budget. He estimated that it would be fairly minimal, approximately \$500-600 a year.

He requested that an action request with an attached criterion be submitted to the Board for the next meeting. All were in agreement.

Commissioner Gendron reported that a concerned individual contacted him with regard to seeing Engine 40 in the City of Yakima. After contacting Chief Gay and Lieutenant Lenseigne, Commissioner Gendron reported that E-40 was in route to the old fire station on Fruitvale and was not on a mutual aid call. Commissioner Gendron also reported that this individual felt that the District was being misrepresented by the staff working at the hop festival on the 4-wheelers. After speaking with the Chief, Commissioner Gendron reported that the people manning the 4-wheelers were first responders and/or EMTs. Commissioner Gendron wanted to ensure the public that they were there for EMS assistance and fire assistance if the need arose. In his opinion, Commissioner Gendron felt that this was good public relations for the District.

### **COMMISSIONER'S REPORT**

Chairman McNulty reported the upcoming meeting at Whistlin' Jacks on Thursday night at 7:00 p.m. Commissioner Gendron informed Commissioner Riel that he spoke with a Fire District 5 commissioner who is not pleased with the 1% of funds that will be taken out of their budgets. Commissioner Riel explained that it will initially take the 1% to build the reserve fund, but he is hopeful that after 6 months to 1 year, the fund will be self supporting through grants and the money collected by the EMS office through the ambulance companies for billing all patients outside the district. Commissioner Riel noted that the City of Yakima will lose approximately \$10,000 a year – in comparison, Fire District 4 only had an average of 8 calls outside of the district last year and after subtracting the 1% out of the budget and then replenishing it with the monies collected through outside billings, the estimated total loss to the district will be \$147 per year. Chief Gay asked if this included no man's land areas – Mile Post 18 to Benton County. Commissioner Riel explained that there are two separate coverage areas – fire protection and EMS. The 1% relates to anything outside of the fire protection district area. MP 18 to Benton County is within the district's EMS boundary. He also explained that the county collects 25 cents per assessed valuation for this area and for Fire District 4's approximate 165 square miles of EMS land, the District receives 17 cents back.

There was additional discussion amongst the Board regarding this new issue and its effects.

### **DEPARTMENT ACTIVITY REPORT**

Chairman McNulty confirmed with Chief Gay that four individuals have come off probation status.

### **ANNOUNCEMENTS**

There being none, Chairman McNulty continued the meeting.

### **EXECUTIVE SESSION – RCW 42.30.110 (g) Personnel Issues**

Chairman McNulty dismissed the Board into Executive Session for approximately 15 minutes.

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

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

Chief Gay publicly thanked senior fire fighter Ken Perrault for his excellent leadership at the Alexandria Moulding hopper fire. He expressed his pride in the crews' teamwork and cohesive nature.

### **SIGNING OF DISTRICT DOCUMENTS**

Office Assistant McNulty presented the documents to the Board for their signature.

**ADJOURNMENT**

There being no General Discussion, Chairman McNulty entertained a motion to adjourn the meeting. Commissioner Riel seconded the motion and the meeting was so adjourned at 1946 hours.

ATTEST:

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Chair of the Board

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District Secretary

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Vice-Chair of the Board

\_\_\_\_\_  
Commissioner