

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
September 24, 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 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.

APPROVAL OF AGENDA

Chairman McNulty requested the addition of "Decision Action Request 2007-4" under the agenda item of *Unfinished Business*. Chief Gay requested that an Executive Session under RCW 42.30.110 (g) Personnel Issues be added as well. There being no other changes, the agenda was so approved.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA

An audience member made mention that the new Firefighter, Police, and Veteran memorial at West Hills is well worth visiting.

APPROVAL OF PREVIOUS MINUTES

A. September 10, 2007 – Approve or Deny

Commissioner Gendron made a motion to approve the minutes of the September 10, 2007 meeting as submitted. Commissioner Riel seconded the motion and the motion carried.

EDIT LIST APPROVAL

A. Batch #241741, \$16,590.76

There being no discussion regarding the edit list, Commissioner Riel motioned that Batch 241741, in the amount of \$16,590.76 be approved. Commissioner Gendron seconded the motion and it was so approved.

SECRETARY'S REPORT

District Secretary Rosen submitted Financial Statements from the Yakima County Treasurer and withdrawal reports that she explained were to cover payroll and accounts payable. She also provided the Board with an Investment Portfolio by Fund and investment pooling authorization forms. In addition, she noted that the Annual report had been sent to the State Auditors for fiscal year 2006.

Chief Gay reported that they have gotten a handle on spending and will be making a strong recovery.

Commissioner Riel noted that he appreciates that Secretary Rosen is ensuring that ending balances stay at \$3,000-\$4,000 and is keeping as much invested as possible. He confirmed that the District is not being penalized for overspending. District Secretary Rosen added that if they are ever in the red, the Treasurer will call the District.

Commissioner Gendron verified that there is no charge for transferring monies. Secretary Rosen noted that she likes to keep a bit of a cushion for the unexpected and tries to keep as much invested as possible in order to gain interest earnings for the District.

Chief Gay complimented Secretary Rosen for an excellent job in getting accounts caught up.

In closing, Secretary Rosen reported that Chief Gay, Battalion Chief Riel and herself would like to attend the BARS training in 2008.

CORRESPONDENCE

Chairman McNulty reported that Chief Gay received a thank you letter from the Fire Protection Bureau – Prevention Division. Chief Gay relayed that he sat on an interview Board for selecting a Deputy State Fire Marshall for Yakima, Kittitas, Klickitat and Douglas Counties and helped narrow down six applicants.

District Secretary submitted a letter from Kim Burris regarding a silent auction that will be held at the Auxiliary the Board will be attending in October. Commissioner Riel confirmed that the District will be providing a basket again this year. She also included an information notice from Commissioner Riel regarding a motion that had been made at the last Yakima County Fire Commissioner's Association meeting. Chief Gay added that Pat Dehuff provided the District with an estimate of anticipated EMS funds.

District Secretary Rosen asked if the 1% will go into affect the beginning of the year. Commissioner Riel responded that it hinges on a determination to be made by the Yakima County Commissioners if it will be a designated fund of 1% that will be pulled from the general revenue generated from the EMS levy or if it will be pulled from reserves. He reported that for the remainder of the year, the 1% is being taken from reserves. It will also depend on how much reserve is left at the end of the year and how much can be generated from outside billings. Chief Gay briefed the public further regarding this issue.

UNFINISHED BUSINESS

A. Decision Action Request 2007-4

Chief Gay read into the record Decision Action Request 2007-4 requesting authorization by the Board to purchase approved department coats for all personnel from the Office and Operating Supplies Fund, 602.413101. Commissioner Riel made a motion to adopt Decision Action Request 2007-4. Commissioner Gendron seconded the motion and the motion carried unanimously to adopt Decision Action Request 2007-4.

NEW BUSINESS

Commissioner Riel submitted two items for discussion – the scheduling of the budget retreat; and the proposed City of Yakima annexation growth management areas into Birchfield Road on the SR 24 corridor and how this could impact future budgets. Chief Gay will gather information regarding this issue.

The budget retreat was scheduled for Friday, October 19, commencing at 8:00 a.m. Commissioner Riel requested preliminary budget information prior to the workshop and suggested that the agenda should mirror past agendas.

COMMISSIONER'S REPORT

There was no discussion regarding this agenda item.

CHIEF'S ACTIVITY REPORT

Chief Gay reviewed the activity report in the Board's packet and noted that this activity report is a compilation of the staff's individual reports. He also noted that calls are up to 2.65 per day on average through August.

Commissioner Gendron inquired as to the severity of Lieutenant Schrank's injury. Chief Gay noted that he had been out for 5 days.

Commissioner Riel made a motion to accept the Chief's Activity Report as submitted. Commissioner Gendron seconded the motion and the motion carried.

ANNOUNCEMENTS

Chief Gay reported that he was contacted by Stan Hankins who had a positive response regarding forming a retired firefighter’s association. Commissioner Gendron was asked to obtain the by-laws from the association in Yakima. The Chief requested a special meeting for October 11 to be similar in format as the last meeting. Commissioner Riel asked for an e-mail to that effect.

Chairman McNulty dismissed the Board into executive session for approximately 10-15 minutes.

EXECUTIVE SESSION - RCW 42.30.110 (g) Personnel Issues

Chairman McNulty called the meeting back to order and reported that no action was taken during the executive session.

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

Commissioner Gendron asked if the proper letters had been sent out to the other districts for their assistance on mutual aid calls. Chief Gay responded that it had been determined at a Chief’s meeting that an e-mail to the Chiefs would suffice. Commissioner Riel suggested that a letter be sent at the end of the year.

There was discussion amongst the Board and Chief Gay regarding recent calls and the experienced personnel who respond and when. Chief Gay will be providing responder information to Commissioner Gendron regarding this issue.

SIGNING OF DISTRICT DOCUMENTS

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

ADJOURNMENT

There being no other business, Chairman McNulty entertained a motion to adjourn the meeting. Commissioner Riel seconded the motion and the meeting was so adjourned at approximately 2000 hours.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner