

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
January 12, 2009**

The meeting convened at 7:00 p.m. at East Valley Fire Station 40. Those present were Commissioners Joe Gendron, Dan McNulty and Les Riel. Others present were Deputy Chief Riel, District Secretary Michelle Rosen, East Valley Fire District Personnel, and audience members.

Chairman Joe Gendron called the meeting to order and conducted the Pledge of Allegiance.

**APPROVAL OF AGENDA**

There being no changes, the agenda stood as approved.

**LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA – Public comment for items that are on the agenda are allowed as the item comes up for discussion during the meeting. Please stand and be recognized by the Chair and limit your comments to three minutes.**

Chairman Gendron noted that no one had signed up to speak and continued the meeting.

**APPROVAL OF PREVIOUS MINUTES**

- a. December 22, 2008 Special Meeting – approve or deny**
- b. December 22, 2008 Regular Meeting – approve or deny**

Commissioner McNulty requested a further explanation as to why, during the Regular Meeting, Lieutenant Lenseigne noted that he had not been involved in the matter regarding the MDT installation. D.C. Riel explained that technical support was outlined in his own job description and that is why he had been overseeing the ordering and installation of the units. He added that in his absence, he had made Lieutenant Lenseigne aware that the installation of the stands was not up to standards. Commissioner McNulty expressed his concern that only one individual was involved with such an expensive purchase. D.C. Riel stated that the MDT purchase had previously been approved and included in the district's budget and noted that many fire districts in the valley have added the MDTs and that the upgrade in technology and software is beneficial. He reiterated from the previous meeting that the district will be receiving a \$2100 price break due to the inadequate brackets that were used. Commissioner Riel reinforced that the purchase of the MDTs had been previously approved in the budget.

Commissioner Riel made a motion to approve the minutes of the December 22, 2008 Special Meeting and Regular Meeting. Commissioner McNulty seconded the motion. The Board was all in favor.

**EDIT LIST APPROVAL**

- a. Batch #262604, \$14,204.59 – approve or deny**

Commissioner McNulty questioned line 8 and 9, page 2, payment to Waters Consulting Group. District Secretary Rosen explained that this was installment payment number 3 of 4. Commissioner McNulty also questioned page 4, line 22, payment to Waters Consulting Group. District Secretary Rosen explained that this payment was for Mr. Oldani's travel, meal, printing and telecommunication expenses for his visit to the district during which time he met with the various groups that assisted in developing the Chief's profile. District Secretary Rosen noted that she would provide the Board with copies of the detailed expenditures for this payment.

Commissioner McNulty made a motion to accept batch edit list #262604 in the amount of \$14,204.59. Commissioner Riel seconded the motion. The Board was all in favor.

## **SECRETARY'S REPORT**

### **a. 2009 Washington Fire Administrative Support Annual Conference**

District Secretary Rosen requested the Board's approval to attend the 2009 Washington Fire Administrative Support Annual Conference. Commissioner Riel stated that this was a good conference for her to attend and made a motion to approve sending District Secretary Rosen to the 2009 Washington Fire Administrative Support Annual Conference. Commissioner McNulty seconded the motion. The Board was all in favor.

### **b. 2009 Human Resource Laws**

District Secretary Rosen requested the Board's approval for D.C. Riel and herself to attend the 2009 Human Resource Law Conference in Yakima. D.C. Riel added that this conference was sponsored by Fred Pryor Seminars and that the district should be able to utilize their credits earned from hosting classes back in early 2008. Commissioner McNulty made a motion to approve District Secretary Rosen and D.C. Riel's attendance at the 2009 Human Resource Laws seminar in Yakima. Commissioner Riel seconded the motion. The Board was all in favor.

## **CORRESPONDENCE – D.C. Riel**

Deputy Chief Riel noted that the district received a letter from Critical Incident Stress Management, a non-profit group, requesting a donation and added that the request had been forwarded to the Association, as he felt the district was not able to provide donations. In addition, a letter from the Boy Scouts had been received requesting assistance from the District. D.C. Riel noted that this request had also been forwarded to the Association. Commissioner Riel confirmed that the district could not make monetary or labor donations.

Deputy Chief Riel continued by stating that he had received a quote from Qwest for telephone services. He explained that the district currently pays a fee to AT&T who then pays Qwest for utilizing their lines. He noted that by switching to Qwest for the same services, the district would be saving a minimum of \$60 per month. D.C. Riel recommended that the district use those saved funds and subscribe to Web EOC. He explained that this broadband card would be another communication tool to utilize and would allow them access to ERS, MSDS e-mail, code enforcement and inspections via the internet while in the field. Chairman Gendron confirmed that the Qwest phone service plan was the same as the current AT&T plan. D.C. Riel added that with the Qwest promotional plan, no charges would be incurred for the other two stations for the first two months. Commissioner Riel questioned if the fees would go up after the two year contract expired. D.C. Riel stated that the district could either negotiate another plan after two years or look elsewhere. Commissioner Riel questioned if this card would activate all the computers. D.C. Riel responded that the Verizon card would only activate where it was placed and could be moved between the MDTs and laptop. Chairman Gendron and Commissioner McNulty noted that since no additional costs would be involved, they were in favor of the change in service and for using the monies saved for the broadband card. Commissioner Riel requested that D.C. Riel bring back an Action Request with the proposed contract with Qwest and the previous contract with AT&T.

District Secretary Rosen reported that she had just received an invitation from the Washington Fire Chiefs Association for the Board to attend Joint Legislative Day on March 9 and that she would be forwarding that information on to them. As of now, Commissioner McNulty noted that he would not be attending.

## **UNFINISHED BUSINESS**

Chairman Gendron noted that there was no unfinished business and continued the meeting.

## **NEW BUSINESS**

### **a. Discussion on Station 41 & 42 remodeling**

Chairman Gendron stated that during the budget process monies were appropriated to paint the inside of Stations 41 and 42 and replace the flooring and inquired if the Board was still interested in requesting bids. In addition, he inquired as to the extent of the damage of the leak at Station 42. D.C. Riel reported that it had already been repaired and that the damage only amounted to a stain. D.C. Riel asked the Board for direction with regard to the type of flooring they were interested in and clarified if the painting of the interior was to include the whole station. Commissioner Riel thought that the flooring needed to be a non-wax commercial grade vinyl and that a contractor could help in writing the specs for the project. Chairman Gendron stated that the painting was to include the entire interior of the stations, including the apparatus floors, offices, and dayrooms. D.C. Riel confirmed that the brick and/or paneling would be painted over.

## **COMMISSIONER'S REPORT**

The Board had nothing to report at this time.

## **DEPARTMENT ACTIVITY REPORTS**

Chairman Gendron noted that Department Activity Reports would be presented at the next regular meeting.

## **ANNOUNCEMENTS**

There were no announcements at this time.

## **EXECUTIVE SESSION RCW 42.30.140 (g)**

### **a. D.C. Riel's evaluation**

Chairman Gendron dismissed the Board into executive session at 7:25 p.m. for 45 minutes.

At 8:10 p.m., District Secretary Rosen announced that the executive session would be extended another 15 minutes.

At 8:24 p.m. Chairman Gendron reconvened the meeting and reported that no decisions had been made.

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

Commissioner Riel noted that there had been extensive discussion in executive session regarding a CPI (Consumer Price Index) that the district wished to adopt and use in the future. He explained that wage increases are effective January 1, but by the time evaluations are completed, and current numbers are reported, it was his motion that the Board adopt a CPI that runs to the end of November, and utilize the formula described by the Bureau of Labor Statistics and the CPI for Pacific Cities and U.S. Cities Averages described as West-B/C\* (\*population of not more than 1.5 million), as recommended by the WFLA. Commissioner McNulty seconded the motion. For current year wage increases, based on the formula and CPI figures from November 2007 to November 2008, it was calculated to be an increase of 2%. The Board was all in favor.

Commissioner Riel continued by stating that Yakima County had adopted a total pay rate increase of 3% for all staff including supervisors, union, and non-union employees.

## **SIGNING OF DISTRICT DOCUMENTS**

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

**ADJOURNMENT**

There being no other business, Commissioner McNulty entertained a motion to adjourn the meeting. Commissioner Riel seconded the motion and the meeting was so adjourned at 8:27 p.m.

ATTEST:

\_\_\_\_\_  
Chair of the Board

\_\_\_\_\_  
District Secretary

\_\_\_\_\_  
Vice-Chair of the Board

\_\_\_\_\_  
Commissioner