

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
November 24, 2008**

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**

Commissioner McNulty noted that Karen Miltenberger with Nicholson & Associates Insurance was present and was requesting a moment of the Board's time. District Secretary Rosen requested the addition of discussion regarding fees for Washington State Association of Fire Chiefs and Tech Support Bids under *Unfinished Business*. She also requested the addition of RCW 42.30.140 (g) personnel matters of the district under the Executive Session portion of the meeting. There being no other changes, the agenda was 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 recognized Karen Miltenberger with Nicholson & Associates Insurance. Ms. Miltenberger recommended to the Board that a better presentation could be made to them regarding insurance quotes when matters regarding the current claim by Mr. Gay have been resolved. The Board was in agreement.

Chairman Gendron recognized Jacqui Walker. Mrs. Walker questioned how much the district was paying for liability insurance at the present time. Commissioner Riel responded that information could be obtained by submitting a public records request. She also questioned if the litigation defense policy and procedure was going to be made a part of the policy manual. Chairman Gendron noted that it had been previously approved and adopted by the Board at that time and was currently part of the manual, but had been overlooked as far as being placed in the manual during staffing changes at the district. Deputy Chief Riel added that it was at the end of Chapter 2 Discipline.

**APPROVAL OF PREVIOUS MINUTES**

**A. November 10, 2008 Regular Meeting – approve or deny**

**B. November 17, 2008 Special Meeting – approve or deny**

Commissioner Riel made a motion to approve the minutes of the Regular Meeting held on November 10 and the minutes of the Special Meeting on November 17. Commissioner McNulty seconded the motion. The Board was all in favor, thus approving the aforementioned meeting minutes.

**EDIT LIST APPROVAL**

**A. Batch #260375, \$14,415.67 – approve or deny**

Commissioner McNulty expressed his concern regarding Central Valley Glass replacing the window in the day room and the perception that it was a conflict of interest with Commissioner Riel. There was discussion amongst the Board and it was determined that a different glass company would be used in the future. D.C. Riel noted that he will do some follow up on the issue and report back to the Board. Commissioner McNulty made a motion to approve edit list #260375. Commissioner Riel seconded the motion. The Board was all in favor.

## **SECRETARY'S REPORT**

District Secretary Rosen did not have anything to report at this time.

## **CORRESPONDENCE**

District Secretary Rosen reported that she received correspondence from Russ Heaton announcing his retirement from the district as of November 30, 2008 after serving for 43 years. Chairman Gendron and the Board expressed their appreciation for Mr. Heaton's dedication to the district.

## **UNFINISHED BUSINESS**

Deputy Chief Riel reported information he received from Washington State Association of Fire Chiefs regarding the benefits and costs associated with membership. He explained that the basic dues of \$825 include slots for up to 5 chief officers and any additional positions would be \$25 each. Membership dues are based on the assessed valuation of the district. Commissioner Riel made a motion to include District Secretary Rosen and Lieutenant Lenseigne to the membership of the Washington State Association of Fire Chiefs. Commissioner McNulty seconded the motion. The Board was all in favor.

Deputy Chief Riel reported that he received a quote from Five K Computers for tech support in the amount of \$1495 and the quote mentioned in his department activity report was for \$1120 for the same specs that are outlined in the current Steadfast contract which was \$440 per month. Commissioner Riel requested that D.C. Riel prepare an action request for the next regular board meeting in order to approve the contract with Steadfast for the upcoming year. Chairman Gendron seconded the request. The Board was all in favor.

## **NEW BUSINESS**

### **A. Hanford SCBA Training Trailer**

Chairman Gendron felt that it would be advantageous for the district to pursue the purchase of the SCBA training trailer for \$1200. He explained to the audience that this piece of equipment would be utilized for self contained breathing apparatus training, and that the funds generated from the sale of the brush truck could be used for this purchase. Commissioner Riel made a motion that the district proceed with the purchase the SCBA training unit from Hanford for a \$1200 processing fee. Commissioner McNulty seconded the motion. Firefighter Evers questioned if any transport fees would be incurred. D.C. Riel responded that he will be working with some of the local resources. The Board was all in favor of the motion.

Commissioner Riel questioned if the surplus funds from the sale of the brush truck were going back into the apparatus fund. D.C. Riel responded that it was being put into the fire expense fund and could be transferred into the apparatus fund if the Board so directed. District Secretary Rosen reported that per BARS requirements, it must be reported as incoming revenue and then it would be manually tracked internally. D.C. Riel explained that it could not go into the existing working budget without submitting a budget amendment and would be tracked separately from the current budget. Audience member Jacqui Walker asked for an additional explanation regarding D.C. Riel's statement regarding a budget amendment. He explained that any adjustments to the current working budget have to be approved by the Board in the form of a resolution and must then be submitted to the County.

## **COMMISSIONER'S REPORT**

Commissioner Riel reported that Chief Leitch from West Valley contacted him and informed him that West Valley, Union Gap, and Yakima had met with David Crossland to discuss regional fire authorities. Commissioner Riel suggested that with the Board's permission, he would like to pursue a meeting with Ken Eakin from Region 4 and schedule additional speakers in order to discuss the benefits of a regional fire authority. The Board was in agreement.

**DEPARTMENT ACTIVITY REPORTS**

Deputy Chief Riel noted that most items had been previously discussed in the meeting. He added that he will continue to keep the Board apprised of completed tasks and tasks in process.

**EXECUTIVE SESSION RCW 42.30.140 (1)(I)**

- A. Discussion with Attorney Charles Leitch regarding Mr. Gay’s Lawsuit**
- B. Local 3680 Letter to the Board**

Chairman Gendron dismissed the Board into executive session at 7:35 p.m. for 30 minutes.

At 8:05 p.m., District Secretary Rosen announced that the executive session was being extended for an additional 5 minutes.

Chairman Gendron reconvened the meeting at 8:10 p.m.

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

Commissioner McNulty questioned when the graphics on the command cars were going to be completed. Lieutenant Schrank reported that the graphics were complete and noted that the district’s website address was added to the units in an effort to attract potential volunteers.

Commissioner Riel made a motion to accept the resignation of Todd Faith. Commissioner McNulty seconded the motion. The Board was all in favor.

**SIGNING OF DISTRICT DOCUMENTS**

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

**ADJOURNMENT**

There being no other business, Commissioner Riel entertained a motion to adjourn the meeting. Commissioner McNulty seconded the motion and the meeting was so adjourned at 8:14 p.m.

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