

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
January 24, 2011**

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 District Secretary Michelle Rosen, and Deputy Chief Mike Riel. Chief George Spencer had an approved absence.

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

**APPROVAL OF AGENDA**

Commissioner Riel requested that the *Opening of Bids* under *Unfinished Business* be moved up on the agenda prior to *Public Input*. There being no other changes, the agenda was approved and the meeting continued.

**UNFINISHED BUSINESS**

**a. Opening of bids for two (2) 2011 rescue vehicles**

Chairman Gendron opened the bids as follows:

- \* Pierce – no bid submitted
- \* Cascade Fire - \$184,513.00 option 1; \$175,954.00 option 2, not including tax
- \* General Rosenbauer - \$388,293.26 for both vehicles including tax
- \* H&W Emergency Services - \$384,988.00 including tax

Chairman Gendron noted that the bid award would take place at the next regular meeting.

**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.

**APPROVAL OF PREVIOUS MINUTES**

**a. January 10, 2011 Regular Meeting – approve or deny**

Commissioner McNulty made a motion to approve the minutes of the January 10 Regular Meeting. Commissioner Gendron seconded the motion. Commissioner Riel noted that he would be abstaining from the approval of the minutes due to his absence from the meeting. The Board was all in favor and the minutes of the Regular Meeting were approved.

**EDIT LIST APPROVAL**

**a. Batch #293575, \$2,706.25 for 2010 – approve or deny**

**b. Batch #293545, \$11,118.68 for 2011 – approve or deny**

Commissioner Riel questioned who the approved users of the Costco credit card were. District Secretary Rosen replied that the District holds one an Executive Membership Card and all staff are authorized users. Commissioner Riel made a motion to approve edit list #293575 in the amount of \$2,706.25 and edit list #293545 in the amount of \$11,118.68. Commissioner Riel seconded the motion. The Board was all in favor, thus approving the aforementioned edit lists.

**SECRETARY'S REPORT**

District Secretary Rosen did not have any matters to report.

**CORRESPONDENCE**

There being no correspondence, Chairman Gendron continued the meeting.

## **UNFINISHED BUSINESS**

### **b. Opening of bids for two (2) 2011 rescue vehicles**

This item was moved up on the agenda upon request and approval of the Board.

## **.NEW BUSINESS**

### **a. Appoint a Chairman**

Commissioner Riel stated that it was his understanding the appointment was for a two-year duration and therefore did not need to be done until after the next off-year General Election. The Board was in agreement that Chairman Gendron would continue serving as Chair of the Board through 2011.

### **b. Training request for B.C. Woodall – approve or deny**

Chairman Gendron confirmed with B.C. Woodall that the training monies requested amounted to a total of \$250.00 which was 10% of the total cost. Upon request of Commissioner McNulty, B.C. Woodall briefly explained that the training was hosted by the National Advanced Fire and Research Institute and that the course consisted of learning human behavior, team aspects, and how firefighters work rather than fire behavior. Chairman Gendron made a motion to approve B.C. Woodall's training request. Commissioner McNulty seconded the motion. The Board was all in favor; however Commissioner Riel noted that his approval was contingent on B.C Woodall presenting the information learned in a classroom setting upon his return.

### **c. Resolution 2011-02 Authorizing District Funds for an Annual Awards Banquet – approve or deny**

Chairman Gendron noted that a resolution for this matter had been recommended during the last state audit. He also noted that the Association was also contributing funds. Chairman Gendron read into record the aforementioned resolution. Commissioner Riel reiterated that the District would not be contributing funds for nonmembers, including spouses. Commissioner Riel made a motion to adopt Resolution 2011-02. Commissioner McNulty seconded the motion. The Board was all in favor.

### **d. Resolution 2011-03 In the Matter of Decreasing Mileage Rate, Repealing Resolution 2009-01 in its entirety – approve or deny**

Chairman Gendron noted that the mileage rate is set by the state and had been reduced to \$.51 from \$.55. Commissioner McNulty made a motion to adopt Resolution 2011-03. Commissioner Riel seconded the motion. The Board was all in favor.

## **COMMISSIONER'S REPORT**

As there were no matters to report, Chairman Gendron continued the meeting.

## **ANNOUNCEMENTS**

Commissioner Riel reported that the EMS Ops Board meeting was January 25 at 9:00am. He also reported that he had attended the WFCOA State Board meeting and noted the following: there are 246 fewer members in the healthcare program than last year; the total cost of legal fees contributed by WFCOA to Whatcom County Fire District No. 21 will amount to \$7,000 for a court matter concerning the county dictating the level of service for an area; and NAFO membership dues have increased to \$100 per person. It was also noted that additional information regarding VFIS was expected from Gordon McIlvanie and would be discussed by the Board upon receipt.

There was discussion regarding District Secretary Rosen having been volunteered by Chief Spencer to attend the Chief's Association meetings and report the minutes of the meeting. Commissioner Riel made a motion that District Secretary Rosen would not be used as a secretary to the Chief's Association. Commissioner McNulty seconded the motion. The Board was all in favor.

There was discussion regarding a new payroll process whereas District Secretary Rosen explained that she must now send a request to the Treasurer's Office to wire "X" amount of monies to Banner Bank for federal taxes that would be withdrawn directly by the Feds from that account. District Secretary Rosen added that there is only a two day window in which the paperwork must be submitted with the exact amount of monies to be transferred and paid. It was noted that this process used to be handled directly at the county level by the payroll department and that the districts received

no formal notification of the change. Commissioner Riel expressed his concern that an alternate to District Secretary Rosen be versed in completing this process in her absence. District Secretary Rosen noted that it had been suggested by another district that the members of the Board should also be on the resolution as authorized signers to transfer funds.

Chairman Gendron noted that Request for Action Motion 2011-01 had been presented to the Board by Chief Spencer to grant District Secretary Rosen an annual cost of living increase equivalent to the 2010 CPI of .4%. Commissioner McNulty made a motion to accept 2011-01. Commissioner Riel seconded the motion. The Board was all in favor.

**EXECUTIVE SESSION RCW 42.30.140(4) and RCW 42.30.140(g)**

- a. Contract negotiations**
- c. Personnel matters of the District**

Chairman Gendron noted that the Board did not have a need for an Executive Session.

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

Chairman Gendron noted that the Board and staff would be attending a mandatory sexual harassment class on January 25 at 7:00pm.

Chairman Gendron reported that he had received correspondence from Kevin Wesley regarding the arbitration; noting that he had been appointed as partisan arbitrator and Rick Walsh, ex-Washington State Council of Firefighters District Representative and Alex Skalbania, IAFF's attorney would be representing Local 3680. It was noted that there were no meetings scheduled as of yet regarding the arbitration. Chairman Gendron added that a meeting date in February is pending with Kevin Wesley and the Board members to answer any questions they may have pertaining to the arbitration process.

**SIGNING OF DISTRICT DOCUMENTS**

The documents were presented to the Board for their signature.

**ADJOURNMENT**

There being no other business, Commissioner Riel made a motion to adjourn the meeting. Commissioner McNulty seconded the motion and the meeting was so adjourned at 7:35 p.m.

ATTEST:

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Chair of the Board

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

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

\_\_\_\_\_  
Commissioner