

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
February 22, 2010**

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 Chief George Spencer, District Secretary Michelle Rosen, Deputy Chief Mike Riel, and audience members.

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

**APPROVAL OF AGENDA**

Chief Spencer requested that the *Executive Session* be moved up on the agenda immediately following *Unfinished Business*. With that change, 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 noted that no one had signed up to speak.

**APPROVAL OF PREVIOUS MINUTES**

**a. February 8, 2010 Regular Meeting – approve or deny**

Commissioner Riel made a motion to accept the minutes of the regular meeting held on February 8, 2010. Commissioner McNulty seconded the motion. The Board was all in favor and the minutes were so approved.

**EDIT LIST APPROVAL**

**a. Batch #280219, \$19,983.82 – approve or deny**

**b. Cash Voucher \$9,564.83 – approve or deny**

Commissioner McNulty made a motion to approve edit batch list #280219 in the amount of \$19,983.82 and the cash voucher in the amount of \$9,564.83. Commissioner Riel seconded the motion. The Board was all in favor, thus approving batch edit list #280219 and the cash voucher. Commissioner Riel questioned why the election costs were being paid through a cash voucher. District Secretary Rosen explained that it was a county to county cash transfer from fund to fund.

**CORRESPONDENCE**

There being none, the meeting continued.

**UNFINISHED BUSINESS**

There being no unfinished business, Chairman Gendron continued the meeting.

**EXECUTIVE SESSION RCW 42.30.140(4) Contract negotiations**

At 7:04 p.m. Chairman Gendron dismissed the Board into executive session per RCW 42.30.140 (4) for 15 minutes.

At 7:19 p.m., Chairman Gendron reconvened the meeting and reported that no decisions had been made.

## **NEW BUSINESS**

### **a. Negotiation Team and Consulting Firm**

Chairman Gendron noted that Kevin Wesley would be joining Chief Spencer and himself as part of the negotiation team for the district and the first meeting with Local 3680 would be held on March 23 at 10:00 a.m. Chairman Gendron explained that the meeting would be held during the week in an effort to defray expenses. He continued by noting that Local 3680's team consisted of their state council representative from Richland; Tim Whitehurst; and Trevor Lenseigne and explained that if the district received a call during that time, Lt. Lenseigne would respond and negotiations would continue with the other two members of their team.

### **b. Resolution 2010-04, In the matter of appointing a district secretary / auditing / finance / investment officer for 2010 – District Secretary Michelle Rosen and/or Chief George Spencer in the absence of District Secretary Michelle Rosen, repealing Resolution 2010-03.**

Commissioner Riel made a motion to repeal Resolution 2010-03. Commissioner McNulty seconded the motion. The Board was all in favor, thus repealing Resolution 2010-03. Commissioner Riel made a motion to pass Resolution 2010-04, with a correction to the year in the body of the resolution, appointing Michelle Rosen as District Secretary / auditing / finance / investment officer, noting that Chief George Spencer would serve in her absence. Commissioner McNulty seconded the motion. The Board was all in favor, thus approving Resolution 2010-04.

### **c. Payroll deductions for health care insurance**

Chairman Gendron noted that the employment contracts would be followed with regard to health care insurance and no action was needed. The Board was in agreement.

## **COMMISSIONER'S REPORT**

Chairman Gendron noted that he attended the commissioner's dinner meeting at which the 2012 EMS levy was discussed. Commissioner Riel added that it initially appears that the levy in 2012 will remain at the same amount as previously run in 2002.

## **ANNOUNCEMENTS**

There being no announcements, Chairman Gendron continued the meeting.

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

Chief Spencer provided the Board with a staffing update. In summary, he noted that the department's history of utilizing one paid on call staff for a full 5-day week, four month period was coming to an end at the close of February and they would be switching to utilizing two to three paid on call members two to three days a week, keeping them below 32-36 hours a week to avoid the maximum hours before incurring full time benefits. He noted that this has helped with cooperation between the paid on call and career staff while spreading out the workload. Chief Spencer added that two career members were currently on light duty.

Chief Spencer continued by stating that the State Auditor would not be adding 2009 to their previous audit and the exit interview would be held at the end of March.

Chief Spencer reported that he was continuing to work with the Firefighters Association to provide some form of formal appreciation to the people and/or businesses who assisted in the Jacob Doshier fundraiser event.

Chief Spencer informed the Board that formal interviews would be conducted for five potential paid on call members and that two additional individuals were in the pipeline.

In addition, he added that with the re-distribution of duties, there has been a measurable shift in workload to District Secretary Rosen and noted that they were discussing the possibility of bringing in temporary part-time help. Commissioner Riel requested that they utilize career and paid on call staff as much as possible.

Chairman Gendron questioned the progress being made in testing for the Lieutenant position. Chief Spencer noted that applications were due at 1600 hours February 22 and that he had received five for the lieutenant list and nine for the career position. They would then be determining if nine was

sufficient to support the assessment center or if the position should be opened outside of the department.

Commissioner Riel requested an update from Chief Spencer with regard to the strategic plan. Chief Spencer responded that an outline would be presented to the Board at the next meeting. Commissioner Riel stated that the strategic plan should be in motion prior to any hiring of additional staff on the department. The Board was in agreement.

**SIGNING OF DISTRICT DOCUMENTS**

District Secretary Rosen presented the documents 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 7:21 p.m.

ATTEST:

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Chair of the Board

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

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

\_\_\_\_\_  
Commissioner