

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
March 23, 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

Chairman Gendron added review of the Chief's position under Unfinished Business. District Secretary Rosen noted that the batch edit list needed to be updated to \$56,382.98. In addition, she requested that approval of eligibility of Harry Hankins pension be added under New Business. It was noted that an executive session was also needed under RCW 42,30.110 (g) Personnel matters of the district.

With those changes, Commissioner Riel made a motion to approve the agenda. Commissioner McNulty seconded the motion. 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 audience member Jacqui Walker. Mrs. Walker inquired as to what circumstances would warrant manning Station 42 on Commonwealth. Chairman Gendron explained to the audience that in 2003-2004, a strategic planning committee and stakeholder group was formed who determined, based on response times, the current location of Station 40 would be considered the central manned station of the district. He continued by explaining that due to NFPA standards and state and federal mandates, three individuals are required to respond to a fire call and two persons on an EMS call. When considering whether or not to man Station 42, the question needs to be asked if the cost warrants the number of calls that are required of the station in a year. He noted that it would cost approximately \$180,000 in salary, benefits, medical and retirement to fully staff another station. Mrs. Walker expressed that she was under the impression that staffing Station 42 had been under discussion last year and requested that Chairman Gendron review that information.

Chairman Gendron recognized audience member Bob Silligman. Mr. Silligman noted that the station analysis under Chief Orman had been completed on response time rather than density of population. With the increasing population density in the terrace heights area, he felt that service demand was therefore higher and was concerned regarding having adequate fire protection and maintaining the current insurance rating in the area. Chairman Gendron responded that the district's rating has remained consistent since 2000 and noted that manpower has been increased since that time as well. Mr. Silligman requested that the analysis be updated based on response times based on density of population. Commissioner Riel noted that the Board has determined that updating the strategic plan will be one of the first priorities for the new Chief. Chairman Gendron reiterated Commissioner Riel's statement and assured Mr. Silligman that this issue would be addressed with the new Chief.

APPROVAL OF PREVIOUS MINUTES

a. March 3, 2009 Regular Meeting – approve or deny

Commissioner McNulty made a motion to accept the minutes of the Regular Meeting held on March 3, 2009. Commissioner Riel seconded the motion. The Board was all in favor.

EDIT LIST APPROVAL

a. Batch #265624, ~~\$56,354.77~~ \$56,382.98 – approve or deny

Commissioner McNulty commented that there was only a \$30.20 difference in the cost of heating Station 40, a 24-hour staffed station, and Station 41. Commissioner Riel noted that the thermostats in Station 40 needed to be adjusted according to the time of day; that at 5:30 p.m. he observed that the thermostat in the front area was set to 76°. Commissioner Riel questioned line 30 of the edit list, noting that it appeared that the credit card was being used to pay a phone bill as it was coded to communication and telephone. District Secretary Rosen explained that postage was also included in that 'communication' category and added that information had to be shipped to Mr. Oldani. Commissioner Riel also questioned a late fee on the credit card. District Secretary Rosen explained that due to February being a short month and the timing of receiving the bill, the warrant cutoff dates at the county, and the Board approving the edit lists, she was unable to persuade the credit card company to remove the late charge. Commissioner Riel made a motion to accept Batch Edit List #265624 in the amount of \$56,382.98. Commissioner McNulty seconded the motion. The Board was all in favor.

b. Cash Voucher \$85.00 – approve or deny

Commissioner McNulty made a motion to approve the Cash Voucher in the amount of \$85.00. Commissioner Riel seconded the motion. The Board was all in favor.

SECRETARY'S REPORT

District Secretary Rosen reported that as of month end in February, current temporary investments pooled in the Fire fund was \$936,701; EMS was \$80,147; Reserves was \$900,328; and capitol projects was \$413,896.

CORRESPONDENCE

Chairman Gendron read into record a letter from Lieutenant Dornbush, Yakima training officer, commending Captain Mike DiTomo on his role and performance as the drill master at the North Bend training facility.

Chairman Gendron also read into record a letter from Captain DiTomo commending Firefighter Matt Bartlett, Firefighter Brett Larson, Firefighter Jordan Munson, and Firefighter Mike Wick commending them on their performance at a call to Olympic Fruit.

UNFINISHED BUSINESS

Chairman Gendron reviewed with the audience the progress of the search for a new Chief. He explained that the Board held a special meeting earlier in the evening to participate in a conference call with Waters Consulting. In summary, Chairman Gendron reiterated from the previous Regular Meeting that out of 30 candidates, the pool had been narrowed down to nine. Mr. Oldani (Waters Consulting) has since had personal conversations with and conducted background checks on those individuals and has narrowed down the candidate pool to five individuals who are tentatively scheduled to be in Yakima April 8-10 for the final meet and greet and interview process. Chairman Gendron noted that the Board was advised to not release the names of the individuals until they receive a final confirmation on or about April 3 from Mr. Oldani. Audience member Jacqui Walker questioned why the names of the individuals could not be released at the present time. Chairman Gendron explained that in order to avoid embarrassment to anyone, the names would not be released until the final confidential background and reference check was completed to ensure that none of the individuals were eliminated during that process.

District Secretary Rosen reviewed the timeline schedule for April 8-10. She noted that on Thursday, April 9, Firefighter Carver, Captain Deccio and Daryl Sybouts would be giving the candidates a 2-3 hour tour of the area; after which, lunch would be hosted at Station 40 where Linda Sliger, a member of the Realtors Association at Century 21 and an active member of THIA, and the Superintendent of East Valley School District would be giving short presentations. In addition, presentations would also be given by Candace from EMS; Kevin Frazier, President of the Chief's Association; the Union President or designated representative; and Deputy Chief Riel and District Secretary Rosen.

Commissioner Riel explained that the goal of the presentations was to give the candidates a better understanding of the community and Valley and would be followed by a question and answer period.

District Secretary Rosen continued by noting that the meet and greet would be held at 5:30 p.m. that same evening at Station 40. Attendance at this event would be limited to 12 representatives each from THIA, the East Valley Community Enhancement Association, Moxee City Council, Yakima County Sheriff's Department, Yakima County Commissioners, Department of EMS, Fire District 4 Commissioners, and Deputy Chief Riel and herself. Commissioner Riel explained that District Secretary Rosen would be sending invitations to the aforementioned groups and that the event was by invitation only due to the pre-planning and preparation involved in determining the number of attendees and quantity of hors d'oeuvres needed.

Chairman Gendron concluded by noting that interviews would be held on Friday, April 10, beginning at 10:00 a.m. and running through 4:00 p.m. Those directly involved in the interview process would be the Board of Commissioners; Chief Leitch, West Valley Fire District; Chief Vogel, Fire District 5; Mike Dooley, THIA; and Gina Crane from East Valley Community Enhancement.

Audience member Bob Silligman questioned if the interviews would be held in executive session. Chairman Gendron responded in the affirmative. There was discussion regarding whether or not it was appropriate per RCW to conduct the interviews in executive session. District Secretary Rosen read aloud RCW 42.30.140 which describes the process as being open to the public. Chairman Gendron noted that he would confer with Waters Consulting regarding this matter.

NEW BUSINESS

District Secretary Rosen requested approval for Harry Hankins' eligibility for Pension. It was noted that he started his career in Union Gap in 1971, moved to Fire District 4 in 1978, and retired in 2002. Chairman Gendron made a motion to approve Harry Hankins pension. Commissioner Riel seconded the motion. The Board was all in favor.

COMMISSIONER'S REPORT

The Board did not have anything to report at this time.

DEPARTMENT ACTIVITY REPORTS – Acting Chief/Deputy Chief Riel

Deputy Chief Riel noted that the reports were as submitted before the Board. Chairman Gendron explained that the department would be hosting a course for new techniques in stabilizing cars during the first week of April; thus utilizing the 20 cars behind Station 40. It was noted that other districts have been invited to attend as well. Deputy Chief Riel added that the vehicles would also be used for additional vehicle extrication training.

ANNOUNCEMENTS

Commissioner Riel questioned if a special meeting was going to be scheduled. Chairman Gendron explained that the Board needed to call for a special meeting on April 3 at 5:00 p.m. in order to finalize additional details regarding the candidates' arrival. He added that he also hoped to release the names of the final candidates at that time.

EXECUTIVE SESSION

RCW 42.30.110(g) Personnel matters of the district

Chairman Gendron dismissed the Board into executive session at 7:36 p.m. for 5 minutes.

At 7:40 p.m. Chairman Gendron reconvened the meeting and reported that no decisions were made.

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

There being no General Discussion, Chairman Gendron continued the meeting.

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 7:42 p.m.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner