

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

There being no changes, the agenda was approved and the meeting continued.

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. March 22, 2010 Regular Meeting – approve or deny

Commissioner Riel made a motion to accept the minutes of the regular meeting held on March 22, 2010. Commissioner McNulty seconded the motion. The Board was all in favor and the minutes were approved.

EDIT LIST APPROVAL

a. Batch #282188, \$22,107.41 – approve or deny

b. Cash Voucher, \$190.69 – approve or deny

Commissioner McNulty made a motion to approve edit list #282188 in the amount of \$22,107.41 and the cash voucher in the amount of \$190.69. Commissioner Riel seconded the motion. The Board was all in favor, thus approving the aforementioned edit list and cash voucher.

SECRETARY'S REPORT

a. Payroll for March 2010

District Secretary Rosen reported that she had previously emailed March payroll reports to the Commissioners and ensured they did not have any questions regarding the information.

b. QuickBooks

District Secretary Rosen distributed an example of a report that was being created through QuickBooks to track the repayment of excess wages. She added that she was also maintaining a separate Excel spreadsheet for each individual employee affected.

Commissioner McNulty questioned if the District was compensating Barb for her assistance with the QuickBooks program. Chief Spencer replied that he would be addressing that matter during General Discussion.

CORRESPONDENCE

There being no correspondence, Chairman Gendron continued the meeting.

UNFINISHED BUSINESS

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

NEW BUSINESS

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

COMMISSIONER’S REPORT

Chairman Gendron confirmed that they would all be attending the legislative conference on May 1. Commissioner Riel reported that he would be attending the Board Meeting at 3:00 at the Holiday Inn as an alternate for Region 4.

DEPARTMENT ACTIVITY REPORT – Chief

Chairman Gendron made sure that the Board had ample time to review the reports and questioned the status of Rescue 41 replacement. Chief Spencer replied that the specification committee was on track for submitting a presentation and specs at the next Board meeting. He added that the presentation would be geared toward a rescue package that was transport capable. Commissioner Riel questioned what the plan was for the existing Rescue 41. Chief Spencer noted that it would be surplus/sold as is. The Board was in agreement, adding that it would not be advantageous to convert it to air support.

Chief Spencer reported that the hiring process for the promotions for the Lieutenant’s position and the career position was progressing.

Chief Spencer also reported that he, the Chairman, and District Secretary Rosen had met with Richard Dickman, a plan consultant for Copperleaf, who would be assisting them in establishing a Premium Only Plan (POP) for employees to pre-pay the insurance premium due to the District. He explained that this was a requirement for pre-tax deductions for medical premiums.

There being no other discussion, Commissioner Riel made a motion to approve the Department Activity Reports. Commissioner McNulty seconded the motion. The Board was all in favor and the Department Activity Reports were approved.

ANNOUNCEMENTS

There being no announcements, Chairman Gendron continued the meeting.

**EXECUTIVE SESSION RCW 42.30.140(4) Contract Negotiations
RCW 42.30.140(g) Personnel Matters of the District**

At 7:08 p.m. Chairman Gendron dismissed the Board into executive session per RCW 42.30.140(4) and RCW 42.30.140(g) for 45 minutes.

At 7:53 p.m., District Secretary Rosen announced that the executive session would continue for an additional 20 minutes.

At 8:13 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

Chief Spencer recognized that Barb Riel had been assisting District Secretary Rosen in establishing the QuickBooks payroll report that was distributed earlier in 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 McNulty made a motion to adjourn the meeting. Commissioner Riel seconded the motion and the meeting was so adjourned at 8:15 p.m.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner