

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
April 28, 2008**

The meeting convened at 1900 hours at East Valley Fire Station 40. Those present were Commissioners Joe Gendron, Les Riel and Dan McNulty. Others present were District Secretary Michelle Rosen, Deputy Chief Mike Riel, 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

There being no changes, the agenda stood as submitted.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA – Three minute limit

Jackie Walker expressed her disappointment in the motion that occurred during the special meeting earlier in the evening. She was of the opinion that it only addressed a fraction of the problems in the district and hoped that the public would have an opportunity to know what has been occurring and not be kept in the dark.

Crystal Goss addressed the Board and requested an explanation of what they thought their role as a Board of Commissioners was, whether it be to govern the fire department, perform the daily chores of the Chief, respond to fire scenes, etc. Chairman Gendron responded that his responsibilities consisted of overseeing the budget, overseeing the chief, ensuring that the citizens of the district have adequate fire protection in a safe manner, and to provide education, tools, and equipment necessary for the firefighters to do their job. Mrs. Goss then questioned as to why he responded to a fire scene. Chairman Gendron explained that he was in the station when the call came in and had previously heard of an incident that occurred and wanted an answer for a question. He stated that he felt this question could not wait and that he did not interfere with the workings of the fire scene; that he went to the command post. Mrs. Goss inquired as to who would be running the fire stations. Chairman Gendron responded that the District has a deputy chief who will be serving as acting chief. She expressed her perceived understanding that other districts that will not train with Fire District 4 because of this individual and that Fire District 4 relies on these other districts. Chairman Gendron confirmed that Fire District 4 has mutual aid agreements with other districts, but he felt that these other districts would be professional, do their job, and enhance and help Fire District 4 in any situation just as Fire District 4 helps them. Chairman Gendron indicated that the Board will be seeking another chief in the next couple of months.

Noting that no additional audience members had signed up to speak, Chairman Gendron continued the meeting.

APPROVAL OF PREVIOUS MINUTES

A. April 14, 2008 regular meeting – approve or deny

Commissioner Riel made a motion to approve the minutes of the regular meeting on April 14. Commissioner McNulty seconded the motion. The Board was all in favor and the minutes were so approved.

B. April 21, 2008 special meeting – approve or deny

Commissioner McNulty made a motion to approve the minutes as submitted for the special meeting on April 21. Commissioner Riel seconded the motion. The Board was all in favor and the minutes were so approved.

EDIT LIST APPROVAL

Batch #250840, \$19,232.82

Commissioner Riel made a motion to accept Batch #250840 in the amount of \$19,232.82. Commissioner McNulty seconded the motion. The Board was all in favor and the batch was so approved.

SECRETARY'S REPORT

District Secretary Rosen reported that she had no matters to discuss at this time.

CORRESPONDENCE

District Secretary Rosen noted that there was no correspondence to discuss at this time.

UNFINISHED BUSINESS

A. Set a meeting to update SOP's

Chairman Gendron noted that per Jackie Walker's request a meeting needed to be set for sometime in May for the Board to review the SOPs. A specific date had not been set as of yet due to time restraints with Commissioners McNulty and Riel. Audience member Jackie Walker noted that specifically, the flow chart regarding the chain of command was not in the SOPs and indicated that, after a conversation she had with Commissioner Riel, it should have been. She added that in the December 10, 2007 meeting, a motion had been made to accept the chain of command flow chart, however, there was no specific wording in that motion to place it in the SOPs or that the SOPs had been changed to accommodate the new flow chart. Commissioner Riel requested the opportunity to respond. Chairman Gendron turned the floor over to Commissioner Riel in order to respond to Ms. Walker. Commissioner Riel explained that when a policy is passed by the Board, it is under the assumption that it will be placed in the policy manual. He added that if the board was in agreement, Ms. Walker's public records request for the items that had been approved in an open public meeting needed to be fulfilled. He also informed District Secretary Rosen that the above mentioned flow chart needed to be attached to the existing policy manual. Ms. Walker questioned if the wording for the SOPs had been changed and approved by the Board. Commissioner Riel responded that the completed policy had been changed and approved by the Board, and just needed to be placed in the policy manual. No board members disagreed with Commissioner Riel's direction.

B. Purchase of two command rigs and a tuck, tabled until May 12th regular meeting

Chairman Gendron noted that this item will be tabled until the May 12 meeting.

NEW BUSINESS

Commissioners McNulty and Riel indicated that they had no new business to discuss.

COMMISSIONER'S REPORT

Chairman Gendron turned the floor over to Commissioner Riel. Commissioner Riel reported that the Yakima County Fire Commissioner's Association dinner meeting will be held on May 15 at the Selah Mining Company. He added that he is working with either the Forest Service or DNR to be the guest speaker. Notice of the dinner will be sent via email.

There being no additional comments, Chairman Gendron continued the meeting.

ANNOUNCEMENTS

District Secretary Rosen noted that there were no announcements at this time.

DEPARTMENT ACTIVITY REPORT

Deputy Chief Riel noted that the activity reports were as submitted. In addition, he requested that the Administrative Support Annual Conference that District Secretary Rosen will be attending be considered a 'required' course. By noting this course as 'required', travel time for District Secretary Rosen will be paid. He explained that the conference commences at 8:00 a.m. Monday; therefore she would need to leave on Sunday. District Secretary Rosen clarified that the conference is being held in Vancouver, WA on May 5-7. Commissioner Riel confirmed that this was the conference that she had previously emailed information to the Board. Commissioner Riel made a motion to approve the request for 'required' training with regard to the Administrative Support Annual Conference; thereby authorizing payment for travel time and accepting the Department Activity Report submitted by DC Riel. DC Riel interjected that the same be approved for the Commissioner's Conference as this training also requires travel time. Commissioner Riel noted that particular request would be a separate item and his original motion stood. Chairman Gendron seconded the motion. Commissioner Riel and Chairman Gendron noted their approval of the motion and Commissioner McNulty responded by saying "no". With a majority approval by the Board, the motion was so approved.

Commissioner Riel stated that it had always been a policy of the District that the District Secretary be allowed to attend the Annual Commissioner's Conference and the trainings that are offered by the Washington State Fire Commissioner's Association. He added that in actuality, it is expected that the District Secretary attend as this is an excellent training opportunity. Commissioner Riel asked if the Board concurred. Chairman Gendron agreed with Commissioner Riel's suggestion that District Secretary Rosen attend the Annual Washington State Fire Commissioner's Association Annual Conference. Commissioner McNulty was in disagreement with no explanation.

Chairman Gendron asked DC Riel for a progress report on the grading project. DC Riel responded that it is ahead of schedule and they are keeping the District apprised of the progress. The 1.5" PVC pipe will be laid down in order to push lines through for the drip system to continue for the trees that have already been transplanted. The day crew will be watering the trees in the meantime and will be adding an ingredient to help sustain them from the shock of being transplanted.

EXECUTIVE SESSION RCW 42.30.110 (1) (i)

A. Discuss Pending Litigation with District Legal Counsel

At 7:15 p.m., Chairman Gendron dismissed the Board into Executive Session per RCW 42.30.110 (1) (i) for 15 minutes.

Chairman Gendron called the meeting back to order at 7:29 p.m. and reported that no decisions had been made.

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

Commissioner McNulty indicated that he had received a report from someone and asked for confirmation from DC Riel that calls were not being made to volunteers at their place of work between 8:00 am and 5:00 pm. DC Riel indicated that he wasn't aware that anyone was doing this unless someone had possibly been called to be notified about a class they needed to attend. Commissioner McNulty reiterated that they should not be receiving phone calls of any kind during their work hours. Commissioner Riel expressed his concern that if there was an issue of this nature, the individual should be taking it through the chain of command. DC Riel stated that to date, he had not been notified that this was occurring and agreed with Commissioner Riel in that the chain of command should be followed if there is a concern. Commissioner McNulty commented that the chain of the command is not in use yet.

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 7:32 p.m.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner