

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
May 9, 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 Chief George Spencer, Deputy Chief Mike Riel, and District Secretary Michelle Rosen.

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

**APPROVAL OF AGENDA**

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. April 25, 2011 Regular Meeting – approve or deny**

Commissioner Riel made a motion to approve the minutes of the April 25 Regular Meeting. Commissioner McNulty seconded the motion. The Board was all in favor and the minutes were approved.

**EDIT LIST APPROVAL**

**a. Batch #297794, \$18,895.29 – approve or deny**

Commissioner Riel questioned the expenditure on page 6 line 29 regarding a barbeque and clarified that it meant equipment and not food, etc. Chief Spencer explained that he authorized the purchase of a barbeque since Station 42 was staffed a majority of the time.

Commissioner McNulty made a motion to approve the edit list. Commissioner Riel seconded the motion and edit list #297794 in the amount of \$18,895.29 was so approved.

**SECRETARY'S REPORT**

District Secretary Rosen did not have any matters to report.

**CORRESPONDENCE**

There being no correspondence, the meeting continued.

**UNFINISHED BUSINESS**

**a. Request for Action Motion 2011-005 Payroll Contract with the Yakima County Auditor's Office**

Chairman Gendron confirmed that the Board had ample time to review the document and that the changes requested had been made and all questions had been answered.

Commissioner Riel made a motion to approve Action Motion Request 2011-005 Payroll Contract with the Yakima County Auditor's Office. Commissioner McNulty seconded the motion. The Board was all in favor, thus approving Request for Action Motion 2011-005.

#### **b. Request for Action Motion 2011-006 Asphalt Maintenance for Stations**

Chairman Gendron noted that three quotes had been received for the project from Brahma, Stripe Rite, and Pendleton Excavating; noting that the lowest bid was from Pendleton. It was noted that there are no statutory requirements for public works projects costing less than \$20,000. There was discussion regarding a cement sweep versus seal coating and crack sealing. Chief Spencer recommended that Pendleton perform the seal coating work on Station 40 and Brahma perform the work on Stations 41 and 42.

Commissioner McNulty made a motion to accept Action Motion Request 2011-006 amending such request to award the contract for Station 40 to Pendleton Excavating, and the contract for Stations 41 and 42 to Brahma. Commissioner Riel seconded the motion. The Board was all in favor.

Commissioner Riel requested that future Action Motion requests note the total amount, including sales tax.

#### **NEW BUSINESS**

There being no New Business, Chairman Gendron continued the meeting.

#### **COMMISSIONER'S REPORT**

Chairman Gendron reported that District 4 would be hosting the County Fire Commissioners Meeting on May 19 at the Holiday Inn on Yakima Avenue. Commissioner Riel added that Representatives Taylor and Johnson were scheduled to speak.

Commissioner Riel reported the following items from the WFOA State Board meeting in Olympia and the EMS Operations Board meeting: •Sharon Colby, fire commissioner from Spokane, would be stepping down as Vice President of the Board at the end of the year as well as vacating her position on the Leadership Forum currently shared with Keith Merritt. Jack Hensley was scheduled to take her place on the Leadership Forum, but the Board could be in a predicament with no one willing to step up into the Vice President role and President position when Bob completes his second term; •Dave Johnston was appointed to the Bi-Laws and Resolutions Committee; •pre-registration for the 2011 conference was \$260 which is up \$10 from last year; •North Bend training center needs an estimated \$30 million to fix the burn tower and other items; •the 2011 EMS levy ballot measure has been confirmed by the BOCC to be a 10-year \$.25 levy. Bruce Smith and Randy Raschko are co-chairs of levy committee and currently have \$11,000 in the campaign fund with a goal of raising \$25,000; •Representatives from the Yakima Training Center discussed new protocol for calling the air ambulance; and in conclusion, the EMS awards banquet was scheduled for May 15 at 1:00.

#### **ANNOUNCEMENTS**

There being no announcements, the meeting continued.

#### **DEPARTMENT ACTIVITY REPORTS – Chief Spencer**

Chairman Gendron questioned if the District was having the same issues as Yakima with Spillman, namely how long it takes dispatchers to get the call out. D.C. Riel replied the issue has been addressed and will improve as the dispatchers become more familiar with the system and noted that more keystrokes and actual data entry are required for each call from previous versions of what the districts were using. Chief Spencer added that D.C. Riel has done an excellent job with the technical aspect of getting the program implemented and that the delay in dispatch is being addressed by Wayne Wantland in training the dispatchers.

Chairman Gendron and the Board commended Firefighter Evers on the clarity and format of his report.

Commissioner Riel made a motion to approve the Department Activity Reports as submitted. Commissioner McNulty seconded the motion. The Board was all in favor.

**EXECUTIVE SESSION**

Chairman Gendron noted that the Executive Session has been placed on the agenda per his request in the event that it was needed to discuss the pending lawsuit by ex-fire Chief Gay. Chief Spencer reported that he had been served at his residence Friday evening as the agent for the department. He also added that Brian Snure has been advised of the matter and that case has been turned over to the insurance carrier for processing in anticipation of it being turned over to Charles Leach who had begun to process the first incident.

Chairman Gendron added that no Executive Session was needed at this time and continued the meeting

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

Commissioner Riel questioned how the hill climb event went. Chief Spencer reported that there were a total of four incidents – two medical and two fires. He also added that it was a great experience for the staff involved and they looked forward to providing the service again in the future.

Chairman Gendron confirmed that Chief Spencer had met with the Martinez family as requested by the Board.

Chief Spencer reported the following: •the pancake feed was scheduled for June 5 at Station 42; •officers were currently working on updating policy and procedure 3.7; •the Stakeholders group and strategic planning process was making progress, anticipating completion by mid June; •1100 feet of 5-inch hose in the bay is intended for Tender 42 – the tank will be moved from top to side and the hosebed will be altered so apparatus can also be used as a water supply truck; •the event for the 100<sup>th</sup> anniversary of the Terrace Heights Improvement Association was scheduled for June 11, at which the District has been asked to participate – Mike DiTomo would be assisting Lieutenant Schrank with the preparations.

District Secretary Rosen reminded the Board that they will be in Chelan for the conference the weekend of the pancake feed.

**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 7:28 p.m.

ATTEST:

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Chair of the Board

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District Secretary

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Vice-Chair of the Board

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Commissioner