

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
August 9, 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, and audience members.

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

APPROVAL OF AGENDA

Chairman Gendron requested that Matt Bartlett's oath be moved up on the agenda. There being no other 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.

NEW BUSINESS

- a. Matt Bartlett's rank of Lieutenant**
- b. Administer Oath of Office for Lieutenant Bartlett**
- c. Upgrade Pay**

Chief Spencer administered Matt Bartlett's Oath and congratulated him on his promotion to the rank of Lieutenant. The Board congratulated and thanked Lt. Bartlett for his time, commitment to training, and the effort put forth to serve his community. Chairman Gendron also thanked Lt. Bartlett's family for their support and sacrifice. Commissioner Riel made a motion to upgrade Matt Bartlett to the rank of Lieutenant and officer pay as per the Administrative Policy Manual. Commissioner McNulty seconded the motion. The Board was all in favor and the motion passed. Chairman Gendron noted that Lt. Bartlett's upgrade in pay was retroactive to July 1.

APPROVAL OF PREVIOUS MINUTES

- a. July 26, 2010 Special Meeting – approve or deny**
- b. July 26, 2010 Regular Meeting – approve or deny**

Commissioner Riel made a motion to accept the minutes of the July 26, 2010 Special and Regular Meetings. Commissioner McNulty seconded the motion. The Board was all in favor and the minutes were approved.

EDIT LIST APPROVAL

- a. Batch #287154, \$19,657.76 – approve or deny**

Commissioner McNulty made a motion to approve edit list #287154 in the amount of \$19,657.76. Commissioner Riel seconded the motion. The Board was all in favor, thus approving the aforementioned edit list.

SECRETARY'S REPORT

District Secretary Rosen directed the Board's attention to information regarding the 2010 Washington Fire Commissioner's Association Health Care Workshop on September 21. She also noted that a QuickBooks course was being offered in Auburn on September 22 and 23 and requested permission to attend. Chairman Gendron stated that he was in favor of her attending the QuickBooks training. Commissioner Riel concurred. Commissioner Riel didn't feel that it would be worthwhile for

District Secretary Rosen to attend the Health Care workshop, noting that information regarding increases had already been distributed.

District Secretary Rosen reported that a \$2,590 donation from the Warren Wayenburg Trust had been received that was specifically designated to prevention. She added that a new revenue fund had been established to accurately track prevention monies.

She also noted that \$593.34 had been received from the State Park and Recreation Division.

Commissioner Riel requested that staff submit a draft of their proposed plans for the prevention funds to Chief Spencer for his approval.

District Secretary Rosen added that the Warren Wayenburg Trust also donated \$2,500 to the Firefighter Association.

CORRESPONDENCE

There being none, Chairman Gendron continued the meeting.

UNFINISHED BUSINESS

Chairman Gendron questioned the status of bids for the Rescue apparatus. Chief Spencer replied that he should have the specs completed by noon on Wednesday and that it would be out to bid for one month.

NEW BUSINESS

a. Matt Bartlett's rank of Lieutenant

b. Administer Oath of Office for Lieutenant Bartlett

Items A and B were moved up on the agenda

c. Upgrade Pay – D.C. Riel

Chairman Gendron explained that for two weeks in July Deputy Chief Riel had been acting Chief while Chief Spencer was attending the National Fire Academy to continue his education for the Chief Executive Officer Training and that the Board needed to formally approve D.C. Riel's upgrade pay. Chairman Gendron made a motion to approve upgrade pay for D.C. Riel for the aforementioned two week period. Commissioner McNulty seconded the motion. The Board was all in favor.

Commissioner Riel requested that, in the future, Decision Action Requests be submitted to the Board for matters of this nature including Lt. Bartlett's upgrade status.

d. Discussion to obtain a reserve engine in exchange for E43

Chief Spencer reviewed with the Board information regarding a possible trade of Engine 43 with a 1986 Spartan Structural Engine. Commissioner Riel questioned if the apparatus committee had discussed this matter. Chief Spencer replied that they had not, but the officer's group, including career staff, was in favor of the proposal. Commissioner Riel also expressed his concern that if this was going to be a reserve truck, it might not be appropriate to use for training purposes. Chief Spencer felt that it would be best suited for general training for new cadets or recruits. Commissioner McNulty questioned the specific reasons for eliminating Engine 43 from the fleet. Chief Spencer replied that Engine 43 didn't fit well with the District any longer because of capability issues. Chairman Gendron requested a dollar value comparison between the two trucks, and requested that the apparatus committee meet to discuss the matter.

COMMISSIONER'S REPORT

There being no matters to discuss, Chairman Gendron continued the meeting.

DEPARTMENT ACTIVITY REPORTS – Chief

Chairman Gendron questioned if pre-fires were still being done as he did not see a report included in their packet. Chief Spencer noted that they were doing two per week and that he would make that report available to the Board. Commissioner Riel made a motion to accept the Department Activity Reports as submitted by Chief Spencer. Commissioner McNulty seconded the motion. The Board was all in favor, thus accepting the Department Activity Reports.

ANNOUNCEMENTS

There being no announcements, Chairman Gendron continued the meeting.

EXECUTIVE SESSION RCW 42.30.110(g)

a. Personnel matters of the District

Chairman Gendron stated that there was no need for an executive session.

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

Chief Spencer reported that D.C. Riel had been working vigorously on starting the wild land interface map.

Chairman Gendron noted that the Board had completed Chief Spencer’s first year evaluation and expressed his appreciation for the Chief’s leadership style and active communication with the Board. Commissioner Riel added that the Board gave the Chief six attainable goals for the upcoming year.

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 7:26 p.m.

ATTEST:

Chair of the Board

District Secretary

Vice-Chair of the Board

Commissioner