

**CLALLAM COUNTY FIRE DISTRICT 3  
BOARD OF COMMISSIONERS**

**MEETING MINUTES**

**REGULAR MEETING**

**AUGUST 2<sup>ND</sup>, 2016**

*Due to Commissioner Barnfather being out of town and participating via speaker phone, Commissioner Gawley chaired the meeting. The Regular Meeting of the Board of Fire Commissioners was called to order by Commissioner G. Michael Gawley at 1:00 p.m. on Tuesday, August 2nd, 2016, located at Fire District 3's Headquarters Station, 323 North Fifth Avenue, Sequim, WA.*

**ATTENDANCE:** Commissioner James D. Barnfather [*via speaker phone*], Commissioner G. Michael Gawley, Commissioner Steven K. Chinn, Chief Ben Andrews, Assistant Chief Eric Quitslund, Assistant Chief Tony Hudson, Assistant Chief Dan Orr, Lt. Chad Cate, Alwynn Movius, Capt. Bryan Swanberg, Lori Coleman, Captain Marydee Countryman, FF/PM Ivan Hueter, FF/PM Jack Hueter, FF/PM Erik Payne and Patti Williams.

**CALL FOR CHANGES TO THE PUBLISHED AGENDA:**

**APPROVAL OF MINUTES: MOTION:** Commissioner Chinn moved and Commissioner Gawley provided a second for approval of the *July 19<sup>th</sup>, 2016, Regular Meeting Minutes*. The **MOTION** carried unanimously.

**PUBLIC COMMENT:**

**REGULAR BUSINESS:**

**Report — Logistics:** Assistant Chief Eric Quitslund provided a verbal assessment of his monthly report that is included as part of these Minutes.

**Report — Operations:** Assistant Chief Tony Hudson verbally provided a review of his monthly report that is included as part of these Minutes. Assistant Chief Tony Hudson will email the Commissioners response time statistics for ALS versus BLS.

**Agenda Bill No. 1. Travel Authorization and Expense SOP is deferred until next Regular Board Meeting.** Assistant Chief Eric Quitslund provided an overview explanation of the update revisions. Further action — The Board asked for changes to a few elements of the SOP and for the amended document to be presented at the next Board meeting.

**Agenda Bill No. 2. Maintenance and Mechanics CBA — MOTION:** Commissioner Chinn moved and Commissioner Gawley seconded the Motion to ratify the Collective Bargaining Agreement with the Maintenance and Mechanics Bargaining Unit of IAFF Local #2933. The **MOTION** carried unanimously.

**Agenda Bill No. 3. Firefighters CBA —** Chief Ben Andrews informed the Commissioners that the District and Local #2933 were not able to agree on a one year "roll-over" contract. Accordingly, they will begin traditional negotiations starting with a ground rules meeting via conference call to be held on Friday, August 5<sup>th</sup> at 9:00 a.m. No action necessary, information only.

**Agenda Bill No. 4. Review of Station 37 Move-up Trial** — After the Board's review and general discussion, and conclusion of the June and July pre-positioning of the Medic Unit assigned to Blyn, it was decided to continue the modified Pilot Study begun August 1st. (Where instead of pre-positioned, the Medic in Blyn will move up when M34 and M34A are out on calls from 8:00 a.m. to 8:00 p.m. every day). The response time statistics will continue to be tracked. [Response time statistics for the two month period of June and July are included with these Minutes.] No action necessary, information only.

**Agenda Bill No. 5. WFOA Annual Conference for 2016** — The WFOA Annual Conference for 2016 will be October 27<sup>th</sup> – 29<sup>th</sup>, at the Yakima Washington Convention Center. All Commissioners and Chief Andrews will be attending. No action necessary, information only.

**Agenda Bill No. 6. Approval of Payroll and Expense Claims — MOTION:** Commissioner Chinn moved, and Commissioner Gawley provided a second, to approve Accounts Payable Claim check numbers 105216 through 105241, *dated August 2, 2016*, totaling \$58,118.03; Payroll EFT's and an IRS Deposit for Monthly Draw and Volunteer Point Payments, *dated July 25<sup>th</sup>, 2016*, totaling \$44,818.49; for a Disbursement Grand Total of **\$102,936.52**. The **MOTION** carried unanimously.

**EXECUTIVE SESSION:**

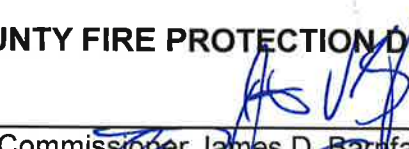
**CALL REGULAR MEETING BACK TO ORDER:**

**ANNOUNCE BOARD ACTION:**

**GOOD OF THE ORDER:**

**ADJOURNMENT:** Commissioner Gawley called for adjournment at 1:50 p.m.

**CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 3**

By:   
\_\_\_\_\_  
Commissioner James D. Barnfather, Chairman

By:   
\_\_\_\_\_  
Commissioner G. Michael Gawley

By:   
\_\_\_\_\_  
Commissioner Steven K. Chinn

ATTEST:  
By:   
\_\_\_\_\_  
Ben Andrews, Fire Chief