

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

**MEETING MINUTES**

**REGULAR MEETING**

**MARCH 1<sup>ST</sup>, 2016**

The Regular Meeting of the Board of Fire Commissioners was called to order by Chairman Barnfather at 1:00 p.m. on Tuesday, March 1<sup>st</sup>, 2016, located at Fire District 3's Headquarters Station, 323 North Fifth Avenue, Sequim, WA.

**ATTENDENCE:** Commissioner James D. Barnfather, Commissioner Richard Houts, Commissioner G. Michael Gawley, Chief Ben Andrews, Assistant Chief Tony Hudson, Assistant Chief Eric Quitslund, Assistant Chief Dan Orr, Alwynn Movius, FF/PM Eric Chamberlain, FF/PM Matt Newell, and Patti Williams.

**APPROVAL OF MINUTES: MOTION:** Commissioner Gawley moved and Commissioner Houts provided a second for approval of the February 16<sup>th</sup>, 2016, Regular Meeting Minutes. The **MOTION** carried unanimously.

**PUBLIC COMMENTS**

**CORRESPONDENCE**

**REGULAR BUSINESS:**

**Report — Operations:** Assistant Chief Hudson verbally provided a review of his monthly report that is included as part of these Minutes.

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

**Agenda Bill No. 1. MOTION:** Commissioner Houts moved to approve the termination of Volunteer Monica Tyler. Commissioner Gawley provided a second to the Motion. The **MOTION** carried unanimously.

**Agenda Bill No. 2. Fitch & Associates Site Visit —** Chief Andrews verbally presented an analysis to the Commissioners and a written summary is included as part of these Minutes.

**Agenda Bill No. 3. HIPAA Compliance Audit —** Assistant Chief Hudson gave a verbal report to the Commissioners summarizing the audit findings.

**Agenda Bill No. 4. Discussion of SAFER Grant 2016 —** Assistant Chief Quitslund provided a verbal update to the Commissioners regarding the program requirements and exploring options.

**Agenda Bill No. 5. Schedule Budget Workshop —** After discussing the subject of Revenue Sources with the Board, it was decided that Chief Andrews would bring tentative dates for the Budget Workshop to the next April Regular Meeting.

**Agenda Bill No. 6. MOTION:** Commissioner Gawley moved, and Commissioner Houts provided a second, to approve Accounts Payable Claim check numbers 104810 through 104846 totaling \$90,936.40; Payroll EFT's and an IRS Deposit totaling \$45,849.04 for a Disbursement Grand Total of **\$136,785.44**. The **MOTION** carried unanimously.

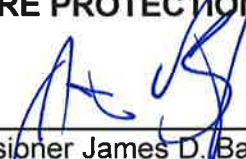
**EXECUTIVE SESSION:** Chairman Barnfather called for an Executive Session to discuss collective bargaining contract negotiations in accordance with Washington State RCW 42.30.140 (4)(b) at 1:30 p.m. for 20 minutes. Chief Andrews, Asst. Chief Tony Hudson, Asst. Chief Eric Quitslund and Asst. Chief Dan Orr were invited to remain in Executive Session.

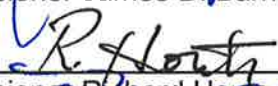
**CALL REGULAR MEETING BACK TO ORDER:** Chairman Barnfather called the Regular Meeting back to order at 1:50 p.m.

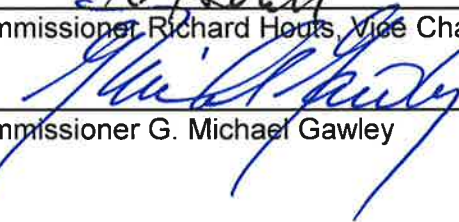
**ANNOUNCE BOARD ACTION:** Chairman Barnfather announced that no action is to be taken.

**ADJOURNMENT:** Chairman Barnfather called for adjournment at 1:51 p.m.

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

By:   
Commissioner James D. Barnfather, Chairman

By:   
Commissioner Richard Houts, Vice Chairman

By:   
Commissioner G. Michael Gawley

ATTEST:  
By:   
Ben Andrews, Fire Chief