



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - REGULAR MEETING MINUTES

May 15, 2018

Chair Barnfather called the Board of Commissioners Regular meeting for Clallam County Fire District 3 to order at 1:00 p.m. at Station 34 – 323 N Fifth Avenue, Sequim, WA. Present were: Commissioners James D. Barnfather, G. Michael Gawley, Steven K. Chinn via phone conference, Fire Chief Ben Andrews, Assistant Chiefs Tony Hudson, Eric Quitslund and Dan Orr, Administrative Assistant Lori Coleman, Finance Manager Alwynn Movius, and IT Technician/Volunteer Joe Lancheros.

APPROVAL OF AGENDA

Commissioner Barnfather called for changes to the agenda; receiving none.

APPROVAL OF MINUTES

Commissioner Chinn moved and Commissioner Gawley seconded to approve the May 1, 2018, Regular Meeting minutes. **MOTION CARRIED.**

Commissioner Chinn moved and Commissioner Gawley seconded to approve the May 1, 2018, Special Meeting minutes. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

REGULAR BUSINESS

Chief's Report – Chief Andrews reviewed his written report, reporting that:

- He is sending a letter to Mr. Allen, of the Jamestown S'Klallam Tribe, regarding funding for a full-time employee. Chief Andrews will provide follow up as it becomes relevant.
- The Sheriff is discussing a new emergency operations and dispatch center located near the Clallam County Fairgrounds.
- The Carlsborg Training Center's fence was blown down by prop wash during a Search and Rescue event by a helicopter that did not land in the designated area. Repairs will be covered by either the State or the Sheriff's Department.
- He and AC Hudson attended a School Safety and Security meeting in Kitsap County with Sequim Schools District Superintendent Gary Neal and Sequim Police Chief Sheri Crain. Superintendent Randy Russel of the Freeman School District spoke about his district's shooting event last September resulting in the death of one student and significant injuries to three others. One powerful lesson learned was to get "your story" or "the correct story" out as soon as possible to eliminate social media rumors. The post conversation on the way home with Mr. Neal and Ms. Crain was equally enlightening.
- The Port Angeles City Manager is in favor of the PenCom Inter-Local Agreement signatories starting discussions regarding the regionalization of the PenCom and JeffCom Dispatch Centers. Support from the City of Port Angeles is still needed. Commissioner Barnfather urged

Chief Andrews to continue conversations with the Sheriff. Chief Andrews will report when he has more information.

- Olympic Medical Center (OMC) CEO Eric Lewis presented at the Sequim City Council meeting regarding a new receiving facility in Sequim. Chief Andrews has requested more information from Mr. Lewis. OMC's next Board Meeting will be held in Sequim; Chief Andrews will advise when that meeting's details are released.
- The Department of Natural Resources is holding a Strategic Plan workshop in Tacoma this Thursday; unfortunately he cannot attend.
- The next Collective Bargaining mediation session is tentatively set for June 11th and 12th.

Risk Reduction & Planning Report – AC Orr reviewed his written report, reporting that: B Occupancy inspections continue; festival and activity events were recently inspected; a motorhome fire occurred on May 5th, two members attended fire investigation classes in Leavenworth recently; Faith Based Group meetings continue; discussions with the School and Police Department about active shooter reunification planning continue; Stop the Bleed classes have been provided to High School, Middle School and Greywolf Elementary School teachers and staff; Chief Doom talks continue; Graduated 25 CERT Members in April and will have 23 more in May; CERT training will take a break over the summer and resume this fall; participated in Family Fun Day and the Irrigation Festival, he gave thanks to John McKenzie, Chaela Sumner, Jeff Nicholas and 4 Explorers who assisted all day with this and the CERT Team Members who marched in the Irrigation Grand Parade this past weekend, Chief Andrews praised the presence noting that they were a highlight in the parade.

Agenda Bill 1: Service Delivery Study Update – Chief Andrews did not provide an update, noting an update will be sent via e-mail when ready.

Agenda Bill 2: Part-Time Employee Benefit Addendums – AC Quitslund presented Addendums to Employment agreements for the Volunteer Coordinator and IT Technician positions for Board adoption. After review of the agreements, it was recognized that they referenced to an addendum that was not included in the adopted agreements. Commissioner Gawley moved and Commissioner Chinn seconded to approve the part-time Employment Agreement Benefit Addendums. MOTION CARRIED.

Agenda Bill 3: Ambulance Replacement Cost Comparison – As follow-up to previous presentation of the draft Ambulance Replacement Plan, AC Quitslund presented a financial forecast comparison for maintaining status quo of the current fleet versus implementing the Plan's recommendations. Commissioner Chinn asked that the original committee that produced the recommendations reconvene to develop the operational recommendations to accompany the Replacement Plan's recommendations. AC Quitslund will defer that to AC Hudson to arrange. Information only, no board action requested.

Agenda Bill 4: Cell Tower Legal Action – Chief Andrews reported that a law suit had been filed by Dungeness Heights Homeowners, a nonprofit corporation. He explained that the District is named in the law suit because of radio equipment is also installed on the cell tower. The insurance carrier Enduris has been notified and is providing legal counsel and does not think the District is liable. Information only, no board action requested.

Agenda Bill 5: Approval of Payroll and Expense Claims – Commissioners conducted their review of the expense claims and payroll reports. Commissioner Chinn moved and Commissioner Gawley seconded to approve Accounts Payable Claim check numbers 106946 through 106978, dated May 15, 2018, totaling \$47,267.99; Payroll Warrant/Claim check numbers 106935 through 106945; Payroll EFT's and IRS deposit for monthly payroll dated May 10, 2018, in the amount of \$504,322.36; for a disbursement grand total equaling \$551,590.35. **MOTION CARRIED.**

EXECUTIVE SESSION

Chairman Barnfather called for an executive session beginning at 2:06 p.m., expected to last for 39 minutes under RCW [42.30.110 \(1\)\(g\)](#) to evaluate to review the performance of a public employee and RCW [42.30.140 \(4\)](#) to discuss on-going collective bargaining negotiations. In attendance were: Commissioners Barnfather, Gawley and Chinn, Chief Andrews and Assistant Chiefs Hudson, Orr, and Quitslund.


At 2:45 p.m., Chairman Barnfather called the meeting back into Regular session. No action was taken during Executive Session.

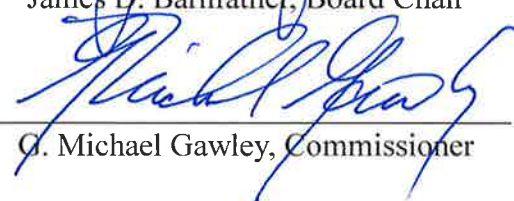
GOOD OF THE ORDER

- None


ADJOURNMENT

Chair Barnfather called for adjournment at 2:45 p.m.



 James D. Barnfather, Board Chair


 G. Michael Gawley, Commissioner

 Steven K Chinn, Vice Chair
 Attest: 

 Lori Coleman, Acting Secretary