



Clallam County Fire District 3

Motto: Serve, Respect, Prevent and Protect

BOARD OF COMMISSIONERS - REGULAR MEETING MINUTES

August 7, 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, Fire Chief Ben Andrews, Assistant Chief Dan Orr, Administrative Assistant Lori Coleman, Finance Manager Alwynn Movius, Captain Marc Lawson, FF/PM Chris Corbin and Kolby Konopaski.

APPROVAL OF AGENDA

Commissioner Barnfather called for changes to the agenda; Commissioner Barnfather added Agenda Bill 3, Approval of Forest Land Response Agreement Extension.

APPROVAL OF MINUTES

Commissioner Chinn moved and Commissioner Barnfather seconded to approve the July 17, 2018, Regular Meeting minutes with an amendment. **MOTION CARRIED.**

PUBLIC COMMENT

No public comment.

REGULAR BUSINESS

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

- The first meeting with stakeholders regarding regionalization, of JeffCom and PenCom dispatch centers, took place July 19th. Travel concerns were discussed regarding JeffCom employees if the regionalization facility was not located in Jefferson County. There also was concern that the City of Port Angeles may be hesitant to relinquish control of PenCom as a standalone agency if regionalization is not an option. Parties were open to discussing all options.
- There is no new information associated with collective bargaining with IAFF Local 2933.
- Career members deployed on wildland fires are: Ivan Hueter is in Eastern Washington and Bryan Swanberg is in Oregon.
- Final levy ballot language has been approved. Two community members have been appointed as committee representatives; Bob Lake and Ted Miller will work on a “Pro” statement that will be on the ballot. No “Con” committee members have been identified at this time. Re-advertising for “Con” committee members is underway, if none are identified, the ballot will not have an “against” statement.
- He is meeting with all career and volunteer members informing them about the upcoming levy.
- He met with Washington Fire Commissioners Association’s (WFCA) Health Care Committee along with FF/PM Neil Borggard to request for coverage consideration for Applied Behavior Analysis (ABA) Therapy. Within days of that meeting, they were advised that all WFCA plans will now cover ABA therapy.

- 2018 call stats were attached, on pace to increase at 2% this year.

Operations Report – AC Hudson was absent today, his operations report was handed out as information only.

Logistics Report – AC Quitslund was absent today, his logistics report was handed out as information only.

Agenda Bill 1: Volunteer Compensation SOP, 2810 – Chief Andrews reported that this SOP is being brought forth for consideration of the policy statements. Chief Andrews clarified that the stipends can be used on a flexible basis, dependent upon projects, on a case by case and month by month basis. Commissioners agreed that they would like to have job descriptions for each stipend position; Chief Andrews will work with AC Quitslund to draft them. Additionally, they want to make sure processes are in place for stipend accountability and management oversight. No action requested; information only.

Agenda Bill 2: Approval of Payroll and Expense Claims – Commissioners conducted their review of the expense claims and payroll reports. Commissioner Gawley moved and Commissioner Chinn seconded to approve Accounts Payable Claim check numbers 107132 through 107160, dated August 7, 2018, totaling \$91,836.85; Payroll EFT's and IRS deposit for monthly payroll dated July 25, 2018, in the amount of \$74,623.22; for a disbursement grand total equaling \$166,460.07. **MOTION CARRIED.**

Agenda Bill 3: DNR Forest Land Response Agreement Extension – Chief Andrews presented the extension agreement noting that there are no changes to the original agreement. He also noted that the state is working on a new agreement at this time; expected completion date unknown. Commissioner Chinn moved and Commissioner Gawley seconded to approve the extension agreement until a new agreement is in place. **MOTION CARRIED.**

EXECUTIVE SESSION


N/A

GOOD OF THE ORDER

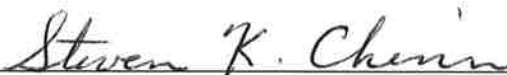
- Volunteer Handbook – Discussion about the area in the book referring to expectations that members may have of commissioners; concluded with Chief Andrews advising that suggestions need to be e-mailed to AC Quitslund directly if commissioners desire changes to the handbook.
- Commissioner Chinn advised that he will be on vacation during the first BOC meeting in September; he will try to attend via phone if possible.
- Chief Andrews advised that he will be on vacation starting next week and will not be at the second BOC meeting in August.

ADJOURNMENT

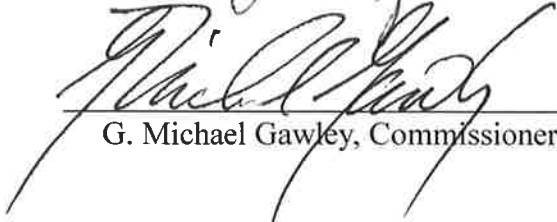
Chair Barnfather called for adjournment at 1:40 p.m.



James D. Barnfather, Board Chair



Steven K Chinn, Vice Chair



G. Michael Gawley, Commissioner

Attest: 

Lori Coleman, Administrative Assistant