

Clallam County Fire Protection District #1
Meeting Minutes June 12, 2016

Meeting called to order at 8:30 a.m. at the Forks Firehall, 11 Spartan Avenue, Forks, WA 98331

Commissioners Present: Dave Burt, Chet Hunt, Giancarlo Buonpane, Lowell McQuoid
Others Present: Chief Paul; Assistant Chief Long; District Secretary Jessica McGinley
Volunteer Firefighters Present: Captain Justice Barnes, Lieutenant Ryan Oberfranc

Vouchers: Vouchers, 16-150 through 16-193, totaling \$6,888.61 were reviewed. Dave moved that the vouchers be approved for payment. Chet seconded. **Motion unanimously carried.**

Minutes: Meeting minutes from May 8, 2016 meeting were reviewed. Dave moved and Chet seconded that the minutes be approved. **Motion unanimously carried.**

COMMUNICATIONS—All communications were reviewed:

- County Reports: Cash balance - \$472,367.29 (was \$467,511.16)
- WFCA: Revised 2016 Survey

OLD BUSINESS

Cascadia Rising Drill: 8 Volunteers participated, Jessica and Lowell were in the EOC and Chief Paul was coordinating fire response. Responses were real time simulations and contacts were actually made to secure resources. Direct communication within fire department and used the simplex to reach Beaver, to reach 3 Rivers and on to LaPush. There was a communication break down with the ambulance which was cleared up with a face-to-face. A station collapse was simulated and there was a realistic 30-45 minute ETA for an excavator to be available to dig out apparatus. Fire crews were used not only in fire response, but also in acquisition and transport of resources.

Hose Testing: Still underway. So far, 1 1 ¾ needs to be replaced. And has been placed OOS.

Boundary Signs: 2 holes were dug north of town, DOT approved. Will continue at a pace of 1 per week.

Equipment Inventory: Still underway. Using photographs and metal labels to track equipment locations.

Firefighter Appreciation Event: Will be held at the Forks Athletic & Aquatic Center on June 18, 2016. Awards have been ordered and delivered.

E91 Jaws Serviced: Needed to replace a few high pressure hoses.

Sunshine & Rainbows Training: Chief Paul taught fire extinguisher basics and fire safety to staff at the daycare.

Field Trips: There was coverage in the Forks Forum for the Preschool and 1st graders.

NEW BUSINESS:

Driving Investigation: There was a Facebook based driving complaint circulating in the community as well as on the web. There has been proactive action and an investigation headed by Assistant Chief Long and Captain Barnes ensued and the outcome has been documented and filed. No disciplinary action was warranted and a safety meeting including driving safety was held.

Ocular App: An app that uses cell service to pinpoint locations and transmit text, photo and video messaging has been used during a training with the US Navy by Chief Paul.

Cascadia Rising Drill Debrief: There will be a debrief meeting, set tentatively for June 22, 2016 at 1400 at Forks City Hall. We will also explore HAM radio communications with Danny Smith and satellite phone communications. We will also look in to developing a regional Incident Action Plan to facilitate an efficient disaster response.

West End Youth League: Chief Paul met with the WEYL to discuss firework sales. The city wells are down 3.7 feet. The fire district will make a recommendation prior to June 20, 2016 which is when the firework order would be finalized. WEYL is considering other fundraising alternatives to selling fireworks. They make about \$4000-\$5000 a year doing this.

Enduris Scholarship: The invoice for the Snure Seminar will be paid by the district and forwarded to Joanne Bisquera at Enduris for a \$75.00 reimbursement.

Travel Log: Jessica will work with Bill to compile a revised travel log envelope to streamline travel costs and clearly define per diem regulations.

Flag: Bill is researching the best way to fly the flag and light it as well as make sure that the district is compliant with all procedures. WA MRSE will be used as a resource.

- ESD Penalty:** The district will pay the penalty to avoid accruing interest, but will follow up on the submitted waiver request and continue to contest it.
- Chief Employment Contract:** Chet moved and Giancarlo seconded that the board will agree to review and approve a revised employment contract at the next meeting. Revisions will include a Waiver of Benefits concerning the previously proposed medical/dental/vision coverage and reallocating the \$350 the district was willing to put toward a medical/dental/vision policy to \$150 toward gross salary and \$200 toward deferred compensation. Motion unanimously carried.
- BVFF Certificate:** The pension certificate roster has been approved and signed by Dave and Bill.
- Certificate of Appointment:** Certificate of Appointment presented and completed for Jessica McGinley, District Secretary. Dave has signed in Gerry's absence along with Chet, Giancarlo & Lowell.
- Copy Machine:** The purchase of a Canon IRAC3330i at the cost of \$4,465 excluding tax with a maintenance plan included with no base price and a cost of \$0.01325 for black, \$0.0975 for color and \$0.003 for scans has been delegated to Jessica McGinley. A competitive solicitation legal ad was placed and ran twice in the Peninsula Daily News and no bids were received.
- John Hillcar:** City Councilman John Hillcar presented an opportunity for the fire district to obtain additional funding from entities not paying taxes by entering in to a service agreement as stated in RCW 52.30.320. The fire district will do due diligence by reexamining existing contracts and revising them for equitable trade. Jessica will initiate an inventory of entities in the coverage area that are not paying property taxes and account for which entities the fire district currently has and does not have contracts with. This effort will be revisited at the next meeting.
- Fire Reports:**
05/01/2016 2016-60 743 - Smoke detector activation
05/09/2016 2016-61 142 - Brush or brush-and-grass mixture fire
05/11/2016 2016-62 324 - Motor vehicle accident with no injuries
05/12/2016 2016-63 463 - Vehicle accident, general cleanup
05/14/2016 2016-64 735 - Alarm system sounded due to malfunction
05/16/2016 2016-65 733 - Smoke detector activation
05/25/2016 2016-66 111 - Building fire

Meeting adjourned at 11:15 a.m.

Next Meeting: July 10, 2015, 8:30 a.m., Forks Firehall

Respectfully Submitted:

X

Jessica McGinley
District Secretary

APPROVED:

X

Gerald Morris
Commissioner Chairman

X

Dave Burt
Commissioner

X

Chet Hunt
Commissioner

X

Giancarlo Buonpane
Commissioner

X

Lowell McQuoid
Commissioner