

## JOINT FIRE PROTECTION DISTRICT

### MINUTES, December 12, 2013

The regular meeting of the Joint Fire Protection District Ferry County District 3/Stevens County District 8 was called to order at 6:35p.m, on December 12, 2013, at the District Office by Chairman Helen Sowards. Present: Commissioners Helen Sowards, Susan Dechant, Steve Benell, Graham Wooten, Robert Lee, Secretary Peter Holter-Mehren, Purchasing Agent Mark Stevens, and Chief Herb Hippler. Commissioner Robert Morton joined the meeting at 7:05pm.

#### **Minutes .**

Minutes of November 13, 2013 were discussed. **Motion, Dechant, to pass minutes of October 10, seconded by Sowards. m/s/p**

**Correspondence:** A card was received from the Grange thanking Herb and Peter for their presentation of fire and safety

Letter received from 911 showing a proposed fee of \$3253.67 for 2014.

#### **Budget Report**

Commissioner Dechant presented a current budget report. She reports that all accounts look good and income from the Treasurer's Office is in line with anticipated amount. Copies of current financial statements were given to all board members.

**Motion, Wooten, to move \$50,000 into State Pool, seconded by Sowards.m/s/p**

#### **Vouchers**

Vouchers were discussed. **Motion Wooten, to approve vouchers, seconded by Benell.**

**m/s/p**

**Motion, Wooten, to bill Columbia River Tire for the towing bill and subsequent repairs to 3835 following the dual tires falling off said vehicle which they had recently worked on, seconded by Benell. m/s/p.**

**Motion, Lee, to send Peter and Susan to the BIAS Conference in Spokane, February 18-20, 2014, with expenses, seconded by Wooten. m/s/p**

VOUCHERS AUDITED AND CERTIFIED BY THE AUDITING OFFICER AS REQUIRED BY RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the board.

As of this date December 12, 2013 the board by a unanimous vote, does approve for payment those vouchers included in the above list and further described as follows: Accounts Payable in the total amount of \$10,780.09

#### **Committee Reports**

**Buildings:** Commissioner Morton reported discussions with the State reference electronic signage on Hwy 395, near the Barstow Station. This is a serious safety issue. The Secretary will draft a letter to Mr. Moorhead, from WA Highway Safety, inviting him to discuss this issue at our January board meeting.

**Communications:** The repaired repeater is back and ready for installation at the repeater site.

**Recruitment** – Commissioner Sowards. Recruitment of students for volunteer work and community service was discussed. Chief Hippler will bring this up for discussion at the next Officer's Meeting.

**Fire Safety** -None

**Insurance** – Commissioner Benell reported on a small fender bender involving a volunteer's privately owned vehicle damaged while responding to a medical incident. The insurance company has been notified and a settlement has been reached.

### **Chiefs report November to December 2013**

We have set an all-time high for fire / medical calls for 2013. We currently are at 195 calls, this is the highest ever.

The tactical repeater will be operational once again, the repaired unit has arrived and we will re-install it this weekend.

The fire fighter appreciation dinner went well, thanks to all who help put this together. The Fire Fly's funded the gifts again this year for the annual bingo game. Rudy Wooten was voted as fire fighter of the year by his fellow fire fighters.

The training center had some frozen pipes coming out of the Barstow station where the pressure tank is located, Myself and Peter worked on this for about an hour and finally got the water running again in time for the Monday meeting.

At our last officer meeting (held every first Monday of the month) we talked about doing a pilot program to help with retention. We will be offering a second district meeting for those who work at night and cannot make our district meeting. I will be asking those who will be attending what date and time best suits everyone's needs. We will be doing this for a three month period; if it does not work out we will cancel the extended training.

I have created a Job Description for the training officer's responsibilities. I'm looking for input to see if this meets our needs for this job.

I have been looking for a vehicle to help reduce the fuel consumption currently being used, I have had no luck finding a vehicle with the given amount implemented by the commissioners.

The FEMA grants have been completed and submitted for the 2013 grant cycle. It usually takes about eight months before the awards are given out.

### **Medical Officer's Report:**

We now have three First Responders/EMT's from Kettle Falls Fire District who have also volunteered for our department.

There will be an EMT class in Colville starting in January. We have four people from the district who have signed up for the class eventually becoming First Responders/EMT's for our district

### **Open Issues:**

Policy Manual: Various aspects of the Policy Manual were discussed and will be updated at the January meeting.

### **New Issues:**

Herb will look into getting lock gas caps on all vehicles parked at the Training Center

**Adjournment: Motion by Dechant, seconded by Benell, to adjourn at 2030. m/s/p**

Respectfully submitted:

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Peter Holter-Mehren, Secretary

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Helen Sowards, Chairperson