

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
November 14, 2016**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner Chairman Les Riel, Vice-Chairman Dan McNulty, Commissioner David Ramynke, and District Secretary Jenifer Huitt. Others present were Lt Ryan Evers, FF Sean McDonald, FF Eric Love, FF Steven Feeney, and Dave Leitch.

Chairman Riel called the meeting to order.

APPROVAL OF AGENDA

The agenda was approved and the meeting continued.

LIMITED OPEN PUBLIC INPUT FOR ITEMS NOT ON AGENDA – Public comment for items that are on the agenda are allowed as the item comes up for discussion during the meeting. Please stand and be recognized by the Chair and limit your comments to three minutes.

Chairman Riel noted no one stood to speak and the meeting continued.

APPROVAL OF PREVIOUS MINUTES

a. October 24, 2016 Regular Meeting/Public Hearing – Approved

Vice-Chairman McNulty made a motion to approve the minutes as submitted from the October 24th meeting. Commissioner Ramynke seconded the motion. The motion carried and the minutes of the aforementioned meetings were approved. Chairman Riel continued the meeting.

CLAIMS REQUEST APPROVAL

a. Claims Request Fire \$23,654.76 – Approved

b. Claims Request EMS \$1,664.32 - Approved

Vice-Chairman McNulty made a motion to approve the Claims Request in the amount of \$25,319.08. Commissioner Ramynke seconded the motion. The motion carried, thus approving the aforementioned claims request. Chairman Riel continued the meeting.

SECRETARY'S REPORT

Secretary Huitt reported the following to the Board:

- October Financial Statement
- November Payroll Report
- Engine 40 was down for 3 days for a pump repair cost \$2429.50
- Health Care premiums will drop due to our last retiree payment being made.
- Minimum wage will increase to \$11.00 per hour beginning Jan 2017 which will increase our budget approximately \$2500 plus taxes.
- The 3 month evaluation for the secretary's position has been started by Lt Lenseigne.
- Lt Evers has interviewed 1 POC. Background has been done and is clear. Possible start date of 1/1/2017. Physical testing will be done next with Yakima Worker Care.
- Discussed dissolving petty cash box with the Board since it has not been used since 2014.

CORRESPONDENCE

The Washington State Boundary Review Board for Yakima County is looking for Special Purpose District Candidates to fill 1 vacant seat. If anyone is interested please contact Chief Clerk Patty LeBlanc at 509-574-2300. Chairman Riel continued the meeting.

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UNFINISHED BUSINESS

a. Discuss 2017 Insurance Quote form Nicholson & Associates Insurance and compare with VFIS.

Sec Huitt provided a cost quote between the 2 companies and added estimates to get them as close as possible in coverage and value needed for our district. Chairman Riel noted that an independent agent reviewed all the quotes and recommended the district stay with VFIS. Commissioner Ramynke made a motion to continue our coverage with VFIS for 2017. Vice-Chairman McNulty seconded the motion and the motion carried. Chairman Riel continued the meeting.

b. Resolution 2016-17 Transferring \$16.81 from Health Savings Fund to General Fire Fund.

Sec Huitt recommended closing the Health Savings fund after checking the Union Agreement, state and federal guidelines. The \$16.81 was interest earned in 2016. In order to close the fund the remaining balance needs to be transferred. Chairman Riel made a motion to adopt Resolution 2016-17. Vice-Chairman McNulty seconded the motion and the motion carried.

c. Action Request 2016-06 Wish List Items

The Board requested the action request be revised and tabled until the next meeting so line item amounts and a total dollar amount is listed.

NEW BUSINESS

a. Resolution 2016-18 Dissolving the EMS Payroll Account # 1600173417 at Banner Bank.

Sec Huitt recommended closing the EMS Payroll Account and destroying all blank checks associated with the account since it has not been used and will not be used with our new accounting system. After discussion Chairman Riel made a motion to adopt Resolution 2016-18. Vice-Chairman McNulty seconded the motion and the motion carried.

b. WFCA Health Care Employer Application for 2017.

- Discuss adding Domestic Partner Coverage

After discussion the Board determined that we would not add non-state-registered Domestic Partner Coverage at this time as it does not pertain to any current employees and can be reviewed again next year.

- Discuss defining hours for Full Time Employee Benefit Eligibility

After discussion the Board determined that we would follow the ACA law for full time employment and requested the forms be updated and signed at the next meeting.

COMMISSIONER'S REPORT

Chairman Riel confirmed he will be attending the Yakima County Fire Commissioners Meeting on 11/17/2016. Commissioner elect Ron Anderson will also be attending as the guest speaker. The WFCA Fall conference went well and the host committee did an excellent job. The color guard did not show up as planned due to an accident. Chairman Riel continued the meeting.

ANNOUNCEMENTS

- POC LT Riel has resigned and turned in district gear to Lt Brandt.

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Sec Huitt stated no letter of resignation was received and no reason given. The Board is appreciative of Lt Riel's years more than 10 years of service with the district and wishes him well in his endeavors.

- Mandatory sensitivity training with VFIS on 11/15/16 at 7 pm for all district employees.

Chairman Riel continued the meeting.

DEPARTMENT ACTIVITY REPORTS

The C shift Lieutenant submitted October's report. Congratulations to POC Firefighter Steven Feeny for graduating from Washington State Fire Academy on 11/6/16. BC Woodall has been approached by the YV Tech Committee and would like to represent East Valley and there are 3 students interested from East Valley. Chairman Riel made a motion to accept the reports as submitted. Commissioner Ramynke seconded the motion and the motion carried, thus approving the aforementioned activity reports. Chairman Riel continued the meeting.

GENERAL DISCUSSION – Limited between Board and Staff – NO PUBLIC INPUT

Commissioner Ramynke stated while monitoring the radio traffic it appears we are still struggling to get trucks out. Station 41 and Station 42 are falling short depending on the time of day. Chairman Riel stated we really need to work on recruitment, retention, improving our reputation. Dave Leitch mentioned all volunteer agencies are seeing a continued trend in lack of volunteers applying. We need to focus our efforts in hiring the right chief to move us forward this next year. Lt Evers let the Board know Engine 41 failed the pump test and will need valves worked on or replaced. Chairman Riel continued the meeting.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Monday, November 28th, 2016 at 4:00 pm.

ADJOURNMENT

There being no other business the meeting was adjourned at 4:47 pm.



Chairman Les Riel



Vice-Chairman Dan McNulty



Commissioner David Ramynke

ATTEST:



District Secretary Jenifer S Huitt