

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
SPECIAL MEETING
March 18th, 2020**

The meeting convened at 3:00 pm at East Valley Fire Station 40. Those present were Commissioner David Ramynke, Commissioner Les Riel, Commissioner Ben St. Mary, Fire Chief Mark Emery, and Admin Director Jenifer Huitt.

Commissioner Ramynke called the meeting to order.

COVID-19

- A. Quarantine / Isolation and how may it affect Operations
- B. Payroll & Time Loss procedures for any affected employees
- C. Cancel all use of conference room for outside entities
- D. Working Remotely
- E. Doors Secure at ST40 for safety of Citizens and Employees
- F. Review SOP's responding to known/unknown infectious hazards (County/District/New COVID Info)
- G. Supply Needs Assessment / Supply Chain
- H. Develop Staffing Coverage / Contingency Plan / Aid Agreements
- I. Develop pre-authorized spending for additional manpower/supplies/equipment
- J. Communication/reassurance to all employee's on steps to handle this situation

GENERAL DISCUSSION

The board would like to limit open public meetings as much as possible by implementing a consent agenda and not taking public comment until we get further direction from the government. FC Emery presented 200+ pages of documents from the Medical Program Director, IAFC, Yakima County EMS, Pandemic Preparedness & Response from 3 fire districts, Drafted Policy # 1203 Communicable Diseases, DOH Covid-19 Situation Report, and prepared an 'EVFD Crisis Command Team' chart and list of responsibilities, and would like to order a UVC light box for \$500. Chairman Ramynke asked for a summary and if anything needed from the board at this point. FC Emery said nothing at this time as we need to wait for more information from the Medical Program Director.

The board would like the chief to present a media release at the next meeting. Cpt Evers and Cpt Babcock have set up a Facebook page for the district and we could disseminate information that way to the public. The district's doors have been secured, the volunteers will be doing training online, the shifts have implemented the recommended cleaning and disinfecting procedures and the meeting rooms are being disinfected before and after meetings. We are focusing on having minimum staffing at the stations so if everyone at a station is exposed it limits the number of staff that may need to be quarantined.

ADJOURNMENT

There being no other business Chairman Ramynke made a motion to adjourn. Seconded and carried. The meeting was adjourned at 4:12 pm.



Chairman David Ramynke



Vice-Chairman Ben St. Mary

ATTEST:



Commissioner Les Riel



District Secretary Jenifer S Huitt