

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
July 23, 2018**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Commissioner David Ramynke, Commissioner Ben St. Mary, Shift Commander Keith Schrank and District Secretary Jenifer Huitt. Commissioner Les Riel and Fire Chief Emery had excused absences.

Commissioner Ramynke called the meeting to order.

APPROVAL OF AGENDA

The agenda was approved as circulated 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.

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

SECRETARY'S REPORT

- a. July 11, 2018 Payroll Packet
- b. Second Quarter Taxes
- c. June 30, 2018 Fund Balances

Secretary Huitt noted payroll was one day late due to being very busy with the hiring process for new firefighters and the 3-year audit. The auditor would like the Board to begin signing the EFT Authorizations and the Warrant Registers for the Payroll each month so those will be included in the signing of district documents from now on. Second Quarter Taxes have been finished and added to the payroll packet. Fund balances were also provided to the board.

APPROVAL OF PREVIOUS MINUTES

Commissioner St. Mary made a motion to approve the minutes as submitted from the July 9th special and regular meetings. Seconded and carried.

CLAIMS REQUEST APPROVAL

- a. Claims Request Fire \$23,291.53 – Approved
- b. Claims Request EMS \$20,907.68 - Approved

Commissioner St. Mary made a motion to approve the Claims Request in the amount of \$44,199.21. Seconded and carried.

CORRESPONDENCE

- a. Thank you from Yakima Fire & Injury Prevention to SC Schrank and the Board
- b. City of Moxee Annual Water Report

Sec Huitt read aloud the Thank You card and the Board commended SC Schrank for his time and efforts in organizing the annual golf fundraiser for the prevention association.

UNFINISHED BUSINESS - None

NEW BUSINESS - None

COMMISSIONER'S REPORT - None

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ANNOUNCEMENTS - None

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

SC Schrank would like further discussion on Training Expense Reimbursement incase a volunteer chooses to drop out of any classes and stays on the department. The Board will consider rewording the document as currently the volunteer would only be responsible for the costs if they left the department before their 2-year anniversary. The district is also at a tipping point with full-time firefighters as we could have up to 3 firefighters resign this month. Which means we could have 2 probationary firefighters on each shift, acting lieutenants would have to drive the engine instead of driving a separate command vehicle, and a lot of time is spent on training the probationary firefighters. The Board requested feedback from exit interviews to help identify retention issues and Sec Huitt will provide this at a future meeting.

SIGNING OF DISTRICT DOCUMENTS

The documents were presented to the Board for their signature.

NEXT REGULAR MEETING – Monday, August 13th, 2018 at 4:00 pm.

ADJOURNMENT

Commissioner St. Mary made a motion to adjourn the meeting. Seconded and carried. There being no other business Vice Chairman Ramynke adjourned the meeting at 4:37 pm.



Chairman Les Riel



Vice-Chairman David Ramynke



Commissioner Ben St. Mary

Attest:

 8.27.18
District Secretary Jenifer S Huitt