

**YAKIMA COUNTY FIRE DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
October 12<sup>th</sup>, 2020**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present via Zoom were Commissioner David Ramynke, Commissioner Les Riel and Commissioner Ben St. Mary. Those present at Station 40 were Fire Chief Dale Hille, Captain Andy Babcock, Captain Ryan Evers, Firefighter Chris Robillard and Admin Director Jenifer Huitt.

Chairman Ramynke called the meeting to order.

**APPROVAL OF AGENDA**

The agenda was approved as amended and the meeting continued.

**CONSENT AGENDA**

- a. Secretary's Report:
  - October Payroll Reports
  - OPMA restriction extended through November 9, 2020
  - Void Warrant 5332 issued 1/16/2020 \$100.00 to Terrace Heights Sewer District - lost
- b. Approval of Previous Minutes
  - September 28<sup>th</sup>, 2020 Regular Meeting Minutes
  - October 9<sup>th</sup>, 2020 Special Meeting / Budget Hearing Minutes
- c. Claims Requests

FIRE	\$ 27,328.34
EMS	<u>\$ 3,693.13</u>
<b>TOTAL</b>	<b>\$ 31,021.47</b>
- d. Correspondence
  - Yakima County Treasurer's Office 2021 Refund Levy \$3,248.00
- e. Chief's Report - Attached

Commissioner Riel made a motion to approve the consent agenda items a–e as submitted. Seconded and carried.

**UNFINISHED BUSINESS**

- a. SCBA Grant Update

Chief Hille informed the board that getting more SCBA packs was not possible as the grant does not allow getting more packs than seats available on the apparatus. It is still possible to get an approval for the previous purchases and a request has been submitted to FEMA so we do not lose the grant money.

**NEW BUSINESS**

- a. Action Request 2020-05 Surplus B-242 1997 Ford Brush Truck
- b. Action Request 2020-06 Upgrades to Door Locks
- c. Action Request 2020-07 Rescue Tools
- d. Discuss public notice requirements for final budget hearing

Commissioner St. Mary made a motion to approve Action Requests 2020-05, 2020-06 and 2020-07. Seconded and carried. Chief Hille recommended we follow RCW 36.40.060 and post for 2 weeks before the budget hearing, and noted that RCW is not clear about public hearings for fire districts. AD Huitt submitted that fire districts are not the county's legislative authority, are required to follow the OPMA notice which is 24 hours, historically we have posted in the local paper about a week before, post the information on our website, and post it on the station doors. Commissioner Riel noted that we have been audited several times and this has never been an issue in the past, but did suggest we submit this item for a topic of discussion to WFCA for the upcoming conference. The board concurred that we follow past practice.

**COMMISSIONER'S REPORT**

Commissioner Riel noted there is not likely to be a November meeting, but will hold a zoom meeting if something comes up.

**ANNOUNCEMENTS**

- Firefighter Blake Reeves has passed probation

**YAKIMA COUNTY FIRE DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
October 12<sup>th</sup>, 2020**

**GENERAL DISCUSSION – Limited between the Board and Staff only – NO PUBLIC INPUT**

Chief Hille noted that the district had been holding off presentations due to Covid19 and would like to consider moving forward with them. Firefighter Robillard & Reeves have passed probation and Captain Babcock is near the end of his probation. Chief Hille needs to take his Oath of Office. Commissioner Riel suggested Chairman Ramynke attend a meeting in person to make the presentations. Chairman Ramynke stated as far as inviting family members is concerned we need to make sure we follow state gathering guidelines. The Christmas party in December and Annual Banquet in February may need to be adjusted or cancelled. We will look at those when we get closer to those dates.

Shredding will be done on October 23 at Station 40, so please bring in any old documents.

We are looking at November 19/20 for career firefighter interviews and testing. Chief Hille is validating which applicants are willing to work a dayshift position and working out the hiring process timeline. The Admin Assist position closes on Oct 30<sup>th</sup> and we have had some interest, but not received any applications yet.

Grant 3 is holding IFSAC Firefighter 2 testing and it looks like 4 or 5 of our members will be taking the test.

**SIGNING OF DISTRICT DOCUMENTS**

The documents were held for the Board to be signed at a later date due to COVID19 and the remote meeting format.

**NEXT REGULAR MEETING** – Monday, October 26<sup>th</sup>, 2020 at 4:00 pm.

**ADJOURNMENT**

There being no other business Commissioner Riel made a motion to adjourn. The meeting was adjourned at 4:22 pm.

  
Chairman David Ramynke 10.27.2020

  
Vice-Chairman Ben St. Mary

ATTEST:

  
Commissioner Les Riel 10.27.2020

  
District Secretary Jenifer S Huitt

Approved unanimously on 10/26/2020  
via Open Public Meeting on Zoom.  
Signatures will be secured after  
Proclamation 20-28 has been lifted.



YAKIMA COUNTY FIRE DISTRICT #4

CHIEF REPORT

OCTOBER 12, 2020

GENERAL INFORMATION:

September was spent continuing my indoctrination into the East Valley. Getting familiarized with the area, people and our personnel was the focal point of the month. I concluded all my meetings with the career personnel in October and am beginning meeting with the Part Time Paid members next. I am extremely thankful to the career staff for all their time answering questions, telling me the history on departmental issues as well as their acceptance into their lives. I am truly blessed to be part of this organization.

OPERATIONAL INFORMATION:

Time was spent working with the Shift Captains on the staffing plans for Station 42. The crews were busy getting the details for the station taken care of and preparing for moving personnel. All things were on track for moving the Shift Lieutenant and a Firefighter to the station on October 2<sup>nd</sup>. We will be working on response protocols between the two stations in the coming month. We are trying to figure out the best way to zone calls so that both engines don't have to respond to every low-level call.

During a structure fire at a mobile home park at 3701 Gun Club Rd., E 42 was unable to attach to a hydrant in the park due to "Yakima Thread" on the steamer port. Water was obtained through the 2 ½" ports on the hydrant instead. Due to this, the park has decided to adapt the hydrants to Storz caps so there will no longer be a problem if there were to be another fire at this location. I have also given direction to purchase two more adapters for the "Yakima Thread" so we have the capability to adapt to this type of hydrant connection if faced with it again. We had only one adapter previously which was on E 40, which was being repaired at Cascade Fire at the time.

ADMINISTRATIVE ITEMS:

After a meeting with Chief Markham at Yakima Fire, and interlocal agreement has been drafted and sent to their legal regarding first alarm aerial response to commercial structure fires in East Valley. The agreement follows payment for time and labor according to State rates for the apparatus and CBA pay structure for the crew. It will be run by our legal when we receive it from them.

I continue to work on the re-write of policy 1645, "Work Hours and Compensation". I was hoping to have this done for review, but it is taking longer than I expected due to information

verification and gathering facts. I will hope to have it done for Commissioner review by the end of October.

Secretary Huitt and I have been working on the 2021 budget and projections for presentation to the Board of Commissioners.

I have spent time working with the training officer at Sunnyside Fire regarding an IFSAC Hazardous Materials Practical test to be delivered in October. Also, I proctored two written tests for YCFD4 personnel, and others in the region, that needed testing. I am working with GCFD3 on lining up FF2 practical testing for several members of YCFD4 on September 17 at the GCFD3 training facility. I will be the Test Control Officer for this test.

**SHIFT REPORTS:**

Attached you will find a report from each of the shift Captains, along with Captain Babcock as to the month's activity and call response. Please note, due to Captain Schrank's surgery, there is not B shift report for September.

**ONGOING EFFORTS...**

- Development of relationships between myself and outside agencies
- Touring the area and meeting community leaders
- Reviewing and preparing to update the YCFD4 strategic plan
- Budget review and monitoring
- Daily matters

Thank you for the opportunity to serve East Valley.

Dale E. Hille



Fire Chief