

**YAKIMA COUNTY FIRE PROTECTION DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING / PUBLIC HEARING
November 13, 2018**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present were Chairman Les Riel, Vice Chairman David Ramynke, Commissioner Ben St. Mary, Chief Mark Emery and Secretary Jenifer Huitt. Others present were SC Schrank, BC Woodall, FF McDonald, PFF Rosa, and PFF Neves.

Chairman Riel called the meeting to order and conducted the pledge of allegiance.

APPROVAL OF AGENDA

The agenda was approved as amended.

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 public comments and the meeting continued.

REVIEW OF DNR AGREEMENT #93-097958

BC Woodall noted that backfill and payments for career staff now are the same as the State Mobe rates, Grant availability has been removed from the agreement, and DNR allows the district to get online to update status weekly. BC Woodall will follow up on the grant availability. Chairman Riel made a motion to approve DNR Agreement #93-097958. Vice Chairman Ramynke requested policies and procedures be updated to reflect the changes and responsibility of status reporting. Seconded and carried.

REVIEW & FINALIZE 2019 PRELIMINARY BUDGET

Chairman Riel confirmed that the board was all in agreement to present the 2019 budget and made a motion to approve it as preliminary to present during the public hearing. Seconded and carried.

At 4:11 pm Chairman Riel recessed the regular meeting.

At 4:12 pm Chairman Riel opened the public hearing regarding the 2019 Fire Budget.

Limited Open Public Input to Commissioners (Fire Budget) 5 Minutes

There was no public comment regarding the Fire Budget.

At 4:17 pm Chairman Riel closed the public hearing on the Fire budget.

At 4:17 pm Chairman Riel opened the public hearing regarding the 2019 EMS Budget.

Limited Open Public Input to Commissioners (EMS Budget) 5 Minutes

There was no public comment regarding the EMS Budget.

At 4:22 pm Chairman Riel closed the public hearing on the EMS budget.

At 4:23 pm Chairman Riel reconvened the regular meeting.

SECRETARY'S REPORT

Secretary Huitt stated the quarterly taxes and payroll were completed, and fund balances as of October 31, 2018 were distributed to the board.

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CORRESPONDENCE

The district received notice regarding the new Washington Paid Family & Medical Leave premium collection that starts on January 1, 2019, and benefits will begin on January 1, 2020. This insurance/tax will impact all members on all earned compensation. The estimate is that the staff members will pay 67% of the tax. Our district has less than 50 employees so the district will not be responsible for paying the other 33% of the tax. Members will see an additional deduction of about \$13.40 taken out for every \$5,000 in compensation each month.

The district also received notice of a proposed rate decrease of 10.42% for Cascade Natural Gas which will save us about \$780.00 per year.

APPROVAL OF PREVIOUS MINUTES

Commissioner Ramynke made a motion to approve the minutes as submitted from the November 1st, 7th, & 9th special meetings. Seconded and carried.

CLAIMS REQUEST APPROVAL

Vice Chairman Ramynke made a motion to approve the Fire claims request in the amount of \$48,589.71 and EMS for \$4,353.78 for a total of \$52,943.49. Seconded and carried.

UNFINISHED BUSINESS

a. Review Ward Diesel Filter No Smokes Quote & Agreement

Chairman Riel noted the sales tax needs to be changed from 8.2% to 7.9%. The Board agreed that it would be more economical to take care of all 10 apparatus at one time. Chairman Riel made a motion to enter into an agreement with Ward Diesel Filter No Smokes to furnish and install 10 diesel exhaust removal systems for \$87,390.60 plus 7.9% sales tax. The Board requested an amended agreement and an action request be presented at the next meeting. Seconded and carried.

b. Review SunComm's response to rate change request for 2019 Dispatch fees.

The Board considered letter from SunComm, corrections in the new agreement, continued misapplication of the calculation in the agreement, and will consider dispatch alternatives in the future. The Board agreed to drop the dispute at this time and expects SunComm to follow the new calculation as written in the 2019-2020 agreement. Chairman Riel made a motion to move forward with the 2019-2020 SunComm Agreement and response as presented. Seconded and carried.

NEW BUSINESS

- a. Resolution 2018-09 Levying the 2019 Ad Valorem Property Taxes and Excess Levy Taxes**
- b. Resolution 2018-10 Increase the 2019 Property Taxes Levy above the Limit Factor, and up to 101 Percent**
- c. Resolution 2018-11 Authorizing an Annual Refund Levy of \$7,505.25**
- d. Adopt 2019 FIRE Budget**
- e. Adopt 2019 EMS Budget**
- f. Review WFCA 2019 Employer Application for Health Care Program**
- g. Resolution 2018-12 Authorizing an Interlocal Agreement with WFCA Health Care Program for 2019**

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- h. Resolution 2018-13 Authorizing the Investment of Monies in a Local Government Investment Pool for 2019
- i. Resolution 2018-14 Appointing a District Secretary, Finance, and Investment Officer for 2019
- j. Resolution 2018-15 Appointing an Auditing Officer and Alternate for 2019
- k. Review Action Request 2018-13 New ANSI compliant 5.11 High Vis Jackets

Secretary Huitt clarified Resolution 2018-10 Increase the 2019 Property Taxes Levy above the Limit Factor, and up to 101 Percent is needed because our population base is over 10,000 according to Referendum 47 and the Board of Yakima County Commissioners. Chairman Commissioner Ramynke made a motion to adopt New Business items **a, b, c, d, e, g, h, i, and j**. Seconded and carried.

Secretary Huitt stated the WFCFA 2019 Employer Application for Health Care Program was filled out according to the current Collective Bargaining Agreement information. If the amounts change with the negotiation process the application will be amended.

SC Schrank provided the commissioners with details on the jackets including safety compliance, construction, and colors. After discussion the Board agreed all members will wear the same color. Chairman Riel made a motion to approve Action Request 2018-13 New ANSI compliant 5.11 High Vis Jackets for \$15,959.50. Seconded and carried. The Board requested the funds come from capital projects fund if it is allowable or the general fund if not.

COMMISSIONER'S REPORT

All of the commissioners will be attending the YCFCA quarterly meeting in Wapato. Anne Marvin will attend to give a Health Care Update for WFCFA.

CHIEF'S BRIEF

Chief Emery noted that all 3 of our new Volunteer Recruits graduated from the North Bend Fire Academy.

ANNOUNCEMENTS

There will be a staff Christmas party on Thursday December 13th at 5 pm at Station 40. All members are invited to attend and bring their families. The association will provide smores, hot drinks, food, Santa, and the lighted parade will stop by.

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

Commissioner Ramynke proposed a wood table with an resin top and benches be purchased for Station 40's kitchen since we are using a lightweight plastic table and chairs. SC Schrank will measure the area, get a quote, and write up an action request.

SIGNING OF DISTRICT DOCUMENTS

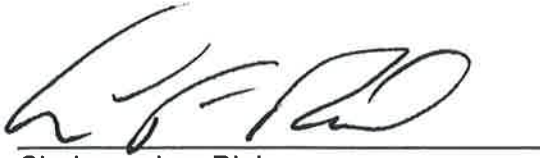
The documents were signed by the Board.

NEXT REGULAR MEETING – Monday, November 26th, 2017 at 4:00 pm.

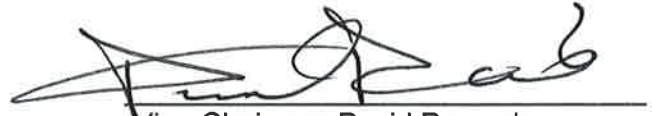
ADJOURNMENT

Commissioner St. Mary made a motion to adjourn. Seconded and carried. There being no other business the meeting was adjourned at 5:22 pm.

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Chairman Les Riel



Vice-Chairman David Ramynke

ATTEST:



Commissioner Ben StMary



District Secretary Jenifer S Huitt

FIRE CHIEF BRIEF

08 NOVEMBER 2018

OCTOBER INCIDENT DATA:

2018 (YTD)

- ✓ INCIDENTS: 101
- ✓ EMS: 66
- ✓ FIRE: 35
- ✓ AVERAGE PER DAY: 3.2
- ✓ MUTUAL AID: 2 provided; 0 received
- ✓ OVERLAPPING: 18 (17.8%)
- ✓ AVE DISTRICT RESPONSE: 6m:19s
- ✓ AVE TIME ON-SCENE: 22m:34s
- ✓ AVE STA TURNOUT: 40=2:51; 41=1:24; 42=2:06
- ✓ AVE DISTRICT TURNOUT: 2m:07s
- ✓ INCIDENT BY AREA: 40=20; 41=36; 42=45
- ✓ RESPONSE BY STATION: 40=91; 41=1; 42=9
- ✓ TRAINING: 85.0 class hrs.; 412.0 personnel hrs.

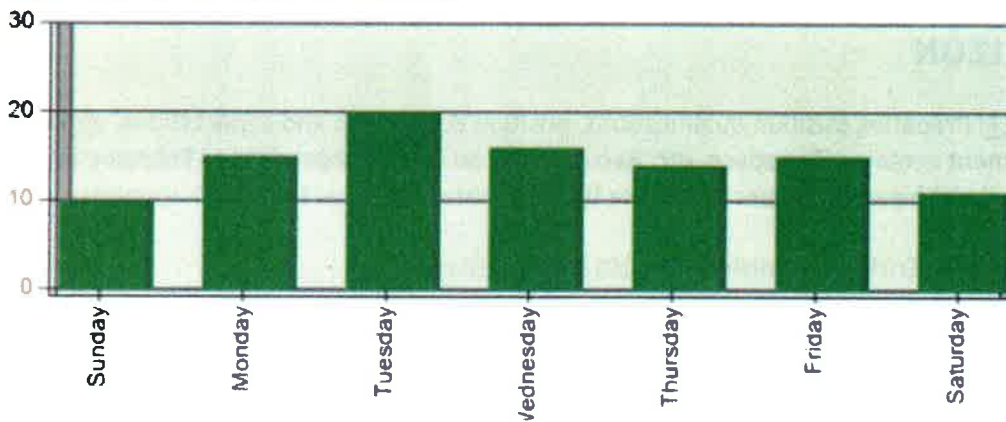
2017 (YTD)

- ✓ INCIDENTS: 111
- ✓ EMS: 77
- ✓ FIRE: 34
- ✓ AVERAGE PER DAY: 3.6
- ✓ MUTUAL AID: 2 provided; 2 received
- ✓ OVERLAPPING: 16 (14.1%)
- ✓ AVE DISTRICT RESPONSE: 9m:26s
- ✓ AVE ON-SCENE TIME: 29m:55s
- ✓ AVE STA TURNOUT: 40=2:50; 41=6:59; 42=3:53
- ✓ AVE DISTRICT TURNOUT: 4m:34s
- ✓ INCIDENT BY AREA: 40=19; 41=36; 42=56
- ✓ RESPONSE BY STATION: 40=100; 41=3; 42=8
- ✓ TRAINING: 49.0 class hrs.; 373.0 personnel hrs.

SEPTEMBER 2018 INCIDENT DISTRIBUTION PROFILE

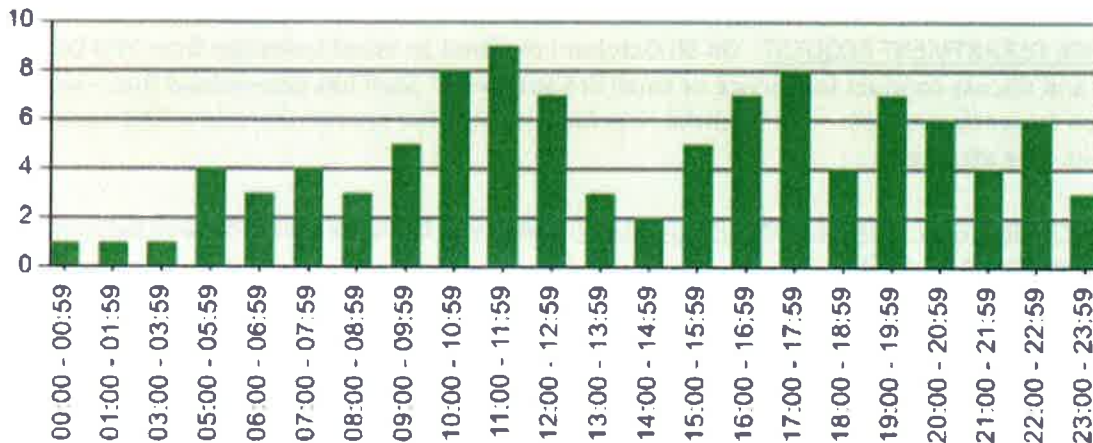
Incidents by Day of the Week for Date Range

Start Date: 10/01/2018 | End Date: 10/31/2018



Incidents by Hour for Date Range

Start Date: 10/01/2018 | End Date: 10/31/2018



It's what you learn after you know it all that's important.

OCTOBER 2018 ACTIVITY SNAPSHOT

1. NORTH BEND ACADEMY GRADUATION: Congratulations *RFFs Tyler Ireton, Joanna Hoon, and Collyn Stafford* for graduating from the 2018–05 *Weekend Recruit Academy* at North Bend. (Each member invested 12 weekends and 244 hours, not including individual study and exam preparation.) The graduation ceremony was Sunday, 04 November at the Snoqualmie Golf Club. IFSAC Firefighter I and IFSAC HazMat Operations have been bestowed on two members, a third member will retake the IFSAC written exam. This is quite an achievement, we were well represented (we have the only graduates from the 509 area code!)
2. COLLECTIVE BARGAINING: Last meeting 16 October, next session 20 November.
3. SCBA GRANT: AFG grant package submitted to FEMA/USFA. Because the grant evaluators have to review thousands of AFG requests, it will be a few of months before we are notified.
4. OCTOBER VOLUNTEER APPLICANTS: Six candidates interviewed; four (perhaps five) will continue to Recruit status. One applicant is a lateral transfer from Yakima Fire Department. Next application period in April.
5. JANUARY EMT CLASS: EVFD will have six members attend the January 2019 Yakima County EMT Class.
6. WA STATE FIRE COMMISSIONER CONFERENCE: Good information, networking, and banquet. Yakima Valley was an excellent host! Hopefully the conference will return to Yakima sometime in the coming years.

ON THE HORIZON

1. ASSISTANT CHIEF: Preparing position qualifications, position description and expectations, application process, assessment center, office space, etc. Recommend on-board target date as February or March of 2019. We excited and have high expectations for the fortunate individual that EVFD appoints.
2. FALL NEWSLETTER: FF Erickson is finishing Fall 2018 Newsletter.
3. LIEUTENANT ASSESSMENT CENTER: Today (13 November) was *Written Exam* and *Incident Management Scenario Exercise*. Tomorrow (11 November) is *In-Basket Exercise*, *Presentation*, and *Supervision Video Exercise*. I will ask the Board to certify the promotional list once scores and confirmed and any challenges addressed. Grateful to agencies that provided eight Assessors: Yakima Fire, Selah, Training Center, Lower Valley, and Moxee Police.
4. YAKIMA FIRE DEPARTMENT REQUEST: On 30 October I received an email invitation from YFD DC Reid to “sit down and discuss contract for service or small fire authority.” Staff has determined that—*with the information currently available*—the financial risks far outweigh the operational and WSRB benefits of a partnership. (See attached.)
5. GOALS AND OBJECTIVES UPDATED AND PRIORITIZED: Thank you BOFC for your time and perspective, exciting times ahead for EVFD!