

**YAKIMA COUNTY FIRE DISTRICT 4
BOARD OF COMMISSIONERS
REGULAR MEETING
August 24th, 2020**

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

Chairman Ramynke called the meeting to order.

APPROVAL OF AGENDA

The agenda was approved as circulated and the meeting continued.

CONSENT AGENDA

a. SECRETARY'S REPORT

Policy 1645.3.C & 1645.3.F as presented at the last meeting changing payday to the 7th of each month and the employee must turn in their timesheet by the 1st of each month, totaled and signed by 5:00 pm, for the previous month.

b. APPROVAL OF PREVIOUS MINUTES

- July 27th, 2020 Regular Meeting Minutes
- July 27th, 2020 Special Meeting Minutes
- August 10th, 2020 Regular Meeting Minutes

c. CLAIMS REQUESTS FOR APPROVAL

Claims Requests - Fire	\$ 26,160.04
Claims Requests - EMS	\$ <u>861.72</u>
Total Claims	\$ 27,021.76

d. CORRESPONDENCE

- EMS 2021 Revenue Estimate received for \$277,959 up \$10,182 from this year.

Commissioner St. Mary made a motion to approve the consent agenda items a–d as submitted. Seconded and carried.

UNFINISHED BUSINESS

a. Strategic Planning & Response Standards – requesting direction from the Board.

The Board and Chief Hille discussed the old Strategic Plan format and the new Big 5 and Response Standards documents and agreed that the new information should be incorporated into the old format. Chief Hille stated the committees will not need to get back together but he will do some follow-up with the committee members for clarification on any issues that arise.

b. Discuss Lexipol and editing Policies, Rules, SOG's. 2 policies have been issued to date #1208 Respiratory Protection Program & #1645 Work Hours & Compensation.

Lexipol costs: 2018 \$4,138 2019 \$5,743 2020 \$5,982 Total \$15,863

AD Huitt mentioned that Chief Hille had brought with him Grant 3's policies, only 2 policies have been issued through Lexipol in the last 3 years, and the need for all of the District's policies to be updated. The Board requested a copy of Grant 3's policies be forwarded so they can see the formatting, and that Lexipol had been challenging to use. Chief Hille suggested not renewing Lexipol, and saving the money since it was not being utilized and the Board agreed.

NEW BUSINESS

a. Training Captain use of Expedition

Chief Hille would like to see Captain Babcock take home the Expedition so he can respond directly to the scene if the district has any major events. Chief Emery had offered this to Captain Babcock during the hiring process. The Board was in agreement, but asked that the vehicle be checked for safety before this is implemented.

COMMISSIONER'S REPORT – None

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

Chairman Ramynke mentioned with everyone participating remotely he was feeling a bit isolated and appreciated Chief Hille reaching out and asking questions as he is learning the district. Chief Hille shared that he has met with all of the Captains one on one, is working on meeting with all of the Lieutenants now, and the career Firefighters will be next.

ANNOUNCEMENTS – None

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, September 14th, 2020 at 4:00 pm.

ADJOURNMENT

There being no other business Commissioner Riel made a motion to adjourn. Seconded and carried. The meeting was adjourned at 4:15 pm.


Chairman David Ramynke 9.29.20


Vice-Chairman Ben St. Mary 9.29.20

ATTEST:


Commissioner Les Riel 9.15.2020


District Secretary Jenifer S Huitt 9.14.2020

Approved unanimously on 9/14/2020
via Open Public Meeting on Zoom.
Signatures will be secured after
Proclamation 20-28 has been lifted.