

**YAKIMA COUNTY FIRE DISTRICT 4  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
January 25th, 2021**

The meeting convened at 4:00 pm at East Valley Fire Station 40. Those present via Zoom were Commissioner David Ramynke, and Commissioner Les Riel. Those present at Station 40 were Chief Dale Hille, Captain Andy Babcock, Firefighter Avery Rooks, Admin Director Jenifer Huitt, and Admin Assistant Katelynn Hogan. Commissioner Ben St. Mary had an excused absence.

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**

- Fund Balances as of 12/31/2020
- 2021 Commissioner Meeting Schedule
- 2020 W2's & 1099's are finished
- WFCA/Snure notice that OPMA restrictions will remain in place...until the termination of the state of emergency or until rescinded.

b. **APPROVAL OF PREVIOUS MINUTES**

- January 11, 2021 Regular Meeting Minutes

c. **CLAIMS REQUESTS FOR APPROVAL**

Claims Requests Fire	\$ 10,860.71
Claims Requests EMS	<u>\$ 155.96</u>
<b>Total Claims</b>	<b>\$ 11,016.67</b>

d. **CORRESPONDENCE- NONE**

e. **CHIEF'S REPORT – NONE**

Commissioner Riel made a motion to approve the consent agenda items a-e as submitted.

Seconded and carried.

**UNFINISHED BUSINESS - None**

**NEW BUSINESS**

a. Request for Leave of Absence from Brittney Silvestri, return date 5/3/2021

After discussion the leave of absence from Brittney Silverstri was accepted by the board.

b. Action Request 2021-01 Surplus expired/unusable SCBA packs, facepieces, bottles, and 16 lengths of rubber jacked 5" Large Diameter Hose.

Fire Chief Hille recommended donating the SCBA packs, face pieces, and bottles to a non-profit that sends them to another country as they have expired and are of no use in the USA. FC Hille will e-mail the Yakima County Fire Chiefs to see if they'd like the LDH. Commissioner Riel suggested looking at a conversion company like Oxarc for the SCBA if possible. Chairman Ramynke made a motion to approve action request 2021-01 as submitted. Seconded and carried.

c. Snure Webinar Series \$70/person/class or \$300/department/class

- February 26 Bid Laws, Procurement & Public Works
- March 12 Fire Service Employment Law

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After discussion of webinar, Chief Hille and AD Huitt expressed financial cost would be more cost efficient to have at least 5 or more attend each class to sing up as a department than individually. Decided to take a pole of who would be interested in attending to make final decision. Commissioner David Ramynke is interested in attending the Bid laws webinar. Needed to check his schedule for Fire service employment webinar, was unsure if he was available. Commissioner David Ramynke and Les Riel would like to see at least the Captains attend the webinars; believe they would really benefit from them both. Commissioner Les Riel will be attending the March 12 Webinar over Fire Service Employment Law.

**COMMISSIONER'S REPORT**

- a. Commissioner Riel cancelled his executive committee for the county Fire Commissioners, he will send an e-mail out this week notifying everyone the next meeting will be in May.
- b. Chairman Ramynke gave an update on the communications committee; Chief Craig sent an email about a conversation with John Carney (Yakima City ITS Manager) they have developed a way to get some repairs done and notify dispatch of issues.
- c. Chief Hille expressed that the radio noise studently disappeared, Commissioner Riel emphasized wanting to fix communications issues sooner rather than later. Chief advised that dispatch couldn't hear the noise. They had no idea there was a problem in the system till we reached out. Commissioner Les Riel hoping we have a better line of communication now.

**ANNOUNCEMENTS**

- a. Chief Hille signed the Annual renewal of the DNR contract and returned it.
- b. Chief Hille is sitting in on a Zoom hiring panel for Grant County Fire District 3 for a few hours Wednesday morning. Chief Hille will have Captain Babcock review the Fit Test Grant as it is almost ready for submission.
- c. AD Huitt explained policy revision has started and the Board will start to see them appear in our meetings for review and adoption approval.
- d. Staff evaluations have begun with Chief Hille, paper work is finished but sit downs are to begin shortly. The board would like a summary of the evaluations after they are complete. Chief would like to have all evaluations done by the next executive meeting (2<sup>nd</sup> week of Feb) and Captain Babcock is also working on the Volunteer staffs as well.
- e. Chairmen Ramynke advised the board is interested in hearing what the staff's career development and succession planning looks like.

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

- a. There was a backing incident with Engine 42 and it's going to be repaired. A quote for just over \$1000 for a new bumper to be done locally and installed. A new bumper with KME was \$3500. Driver and Officer have been talked to and received verbal warning of which all went into their file.
- b. Covid19 vaccination second shot is difficult-24hr flu like symptoms.

**SIGNING OF DISTRICT DOCUMENTS**

The documents will be held for signature at a later date due to OPMA restrictions.

**NEXT REGULAR MEETING – Monday, February, 8<sup>th</sup> 2020 at 4:00 pm.**

**ADJOURNMENT**

There being no other business Chairman Ramynke adjourned the meeting at 4:20 pm.

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Chairman David Ramynke

  
Commissioner Les Riel

  
Vice-Chairman Ben St. Mary

Attest:

  
District Secretary Jenifer S Huitt