



Clallam County Fire District 3

BOARD OF COMMISSIONERS MEETING MINUTES

REGULAR MEETING

JANUARY 3rd, 2017

The Regular Meeting of the Board of Fire Commissioners was called to order by Chairman James D. Barnfather at 1:00 p.m. on Tuesday, January 3rd, 2017, located at Fire District 3's Headquarters Station 34, 323 North Fifth Avenue, Sequim, WA.

Please Silence Cell Phones

ATTENDANCE: Commissioner James D. Barnfather, Commissioner G. Michael Gawley, Commissioner Steven K. Chinn, Chief Ben Andrews, Assistant Chief Tony Hudson, Assistant Chief Eric Quitslund, Assistant Chief Dan Orr, FF/EMT Steve Anders, Lori Coleman, Alwynn Movius and Patti Williams.

CALL FOR CHANGES TO THE PUBLISHED AGENDA: None

APPROVAL OF MINUTES: MOTION: Commissioner Gawley moved and Commissioner Chinn provided a second to approve of the minutes from the *December 20th, 2016, Regular Meeting with acknowledgement to Assistant Chief Quitslund and Alwynn Movius on a great job done with the Washington State Auditor's Office.* The **MOTION** carried unanimously.

PUBLIC COMMENT: None

REGULAR BUSINESS:

Chief's Report — Chief Ben Andrews provided a verbal review of his written report, which is included as part of these minutes. The Chief announced that he and Dr. Knight have scheduled *January 24th* for the public presentation of Fitch & Associates' final service delivery study. A daytime presentation for staff members will be held in the afternoon and a Commissioners' Special Meeting will be at 6:00 p.m. on January 24th.

Chief Andrews will get back to the Commissioners at the next board meeting an overview and recommendation pertaining to compensation from Olympic Ambulance for ALS transports.

Operations & Training Report Update — Assistant Chief Tony Hudson provided a verbal review of his written reports which are included as part of these minutes. Assistant Chief Tony Hudson will email the Commissioners BLS vs. ALS percentage numbers for 2015 through 2016.

Assistant Chief Hudson announced that the recruit class that begins Wednesday, January 4th, will be held in the evenings on Wednesday and Thursday and all day Saturday. Recruit attendees: FD 3 (14), FD 2 (6), PAFD (1), and FD 4 (2) for a total of 25.

Logistics Report — Assistant Chief Eric Quitslund provided a verbal review of his written reports, which are included as part of these minutes.

Agenda Bill No. 1. Summary of Software Expenditures — Assistant Chief Eric Quitslund provided a verbal overview of the District's software programs to explain their application, the purpose they serve, and the annual costs associated with each. Report is included as part of these minutes. Vendor: Active Social, cost: \$2700, Description: web and Facebook® page was added to the report. Commissioners acknowledged Assistant Chief Eric Quitslund on a "great job."



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Agenda Bill No. 2. Contract for IT Services — Summit Law has yet to provide an opinion or guidance on the contract language. Accordingly, the Commissioners requested pulling agenda item until hearing back from attorneys.

Agenda Bill No. 3. SAFER Grant Application Overview — Assistant Chief Eric Quitslund provided an overview of the program criteria and participation requirements. Information only.

Agenda Bill No. 4. Approval of Payroll and Expense Claims — MOTION: Commissioner Chinn moved, and Commissioner Gawley provided a second, to approve Accounts Payable Claim check numbers 105612 through 105652, dated December 31st, 2016, totaling \$184,237.61; Payroll EFT's and IRS deposit for monthly draw and volunteer point payments dated December 23rd, 2016, in the amount of \$41,009.50; for a Disbursement Grand Total equaling **\$225,247.11**. The **MOTION** carried unanimously.

EXECUTIVE SESSION: Chairman Barnfather called for an executive session which began at 2:25 p.m. and was expected to last for approximately 15 minutes. The following reasons for going into executive session are:

RCW 42.30.110 (1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to **RCW 42.30.140 (4)**, discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

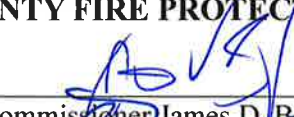
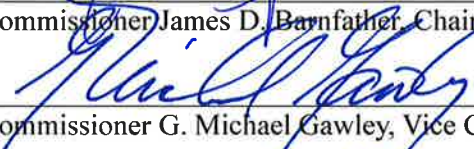

CALL REGULAR MEETING BACK TO ORDER: Chairman Barnfather called the Regular Meeting back to order at 2:45 p.m.

BOARD ACTION: No action the session was for information and discussion purposes only.

GOOD OF THE ORDER: Deputy Fire Chief Eugene Eggebraten passed away and a memorial service will be held next weekend in Seattle.

ADJOURNMENT: Chairman Barnfather called for adjournment at 2:50 p.m.

CLALLAM COUNTY FIRE PROTECTION DISTRICT NO. 3

By: 
Commissioner James D. Barnfather, Chairman
By: 
Commissioner G. Michael Gawley, Vice Chairman
By: 
Commissioner Steven K. Chinn

ATTEST:
By: 
Ben Andrews, Fire Chief