

MINUTES

GRAYS HARBOR FIRE DISTRICT 5 BOARD OF FIRE COMMISSIONERS SPECIAL MONTHLY MEETING

July 11, 2016

The Grays Harbor Fire District 5 Commissioners met in the Porter Fire Hall for Special meeting at 7:00 p.m. on July 11, 2016.

1. Call to Order:

The meeting was called to order at 7:00 p.m. by Commissioner Patton.

2. Pledge of Allegiance:

Commissioner Patton called for the Pledge of Allegiance.

3. Roll Call:

In attendance were Commissioner Patton, Commissioner Bailey, Commissioner Crisp, Chief Prater, BC Fulbright, and Secretary Patty Smith.

4. Approval of Minutes:

a. June 9, 2016 Regular Meeting:

Commissioner Bailey made a motion to accept the minutes for the June 9, 2016 regular meeting. Commissioner Crisp seconded the motion. All voted in favor, motion passed.

5. Communications:

a. City of Elma Annexation Letter from Mayor Sorenson:

Discussion was had about a letter received from Elma Mayor Sorenson in regards to the annexation.

6. Chiefs Report:

See attached written report.

There was additional discussion about grants. Commissioner Bailey would like a report on grants added to the Chiefs monthly report.

7. **Financial**

a. Approval of Expenses:

Commissioner Crisp made a motion to approve expenditures for the second batch of June and the first batch of July in the amount of \$ 57,376.09. Commissioner Bailey seconded the motion. All voted in favor, motion passed.

b. Approval of Payroll:

Commissioner Crisp made a motion to accept and pay the July 2016 payroll in the amount of \$79,144.19. Motion was seconded by Commissioner Bailey. All voted in favor, motion passed.

c. June 2016 month end County Budget reports:

June month end budget reports had been emailed out earlier to the Board.

8. **Old Business:**

a. Elma Fire Station Use ILA – (Action needed):

City of Elma approved unanimously the ILA. It was agreed that a fee of \$200 will be paid by Fire District 5 for the use of BC Fulbright's office space. Commissioner Bailey made a motion to sign the ILA, Commissioner Crisp seconded the motion. All voted in favor, motion passed.

b. Publicly owned property that requires a fire protection contract per RCW, discussion:

Chief Prater asked that this item be tabled at this time.

9. **New Business:**

a. EMS Levy for November Ballot Discussion:

Chief Prater asked for the Boards approval to run a special EMS levy on the fall 2016 ballot. Commissioner Bailey feels that he could not support a EMS Levy at this time.

Commissioner Patton made a motion to run a EMS Levy on the November ballot. He requested that it be spelled out very clearly what the money will be used for. Commissioner Crisp seconded the motion. There was much discussion. The motion passed in a 2-1 vote.

Commissioner Crisp made a motion to accept resolution 16-03.
Commissioner Patton seconded the motion. The motion passed with a 2-1 vote.

10. Public Comment:

Public comment was heard on District morale and on a recent incident at the Elma race track.

11. Commissioners Comments:

- a. Commissioner Patton: Would like to remind everyone that there is a chain of command for bringing issues up in the District, and it needs to be followed. Thanks to everyone here tonight. He hopes that there is great dedication and enthusiasm to help get the levy passed.
- b. Commissioner Crisp: No comment.
- c. Commissioner Bailey: Commissioner Bailey would like to know if there is a policy on the wildland fires.
He would like to thank all for coming.
He does feel differently than most about running a levy, but he will go out and support it.

12. Executive Session:

A 15 minute Executive session was called for in regards to demotion of an employee. Meeting went into executive session at 9:00. Meeting came out of executive session at 9:15. No actions taken.

14 Meeting of Local Board of Volunteer Firefighters Council:

None needed.

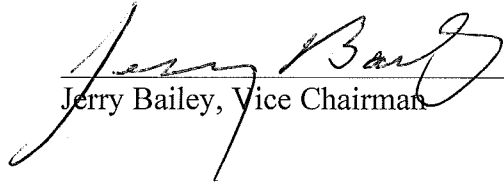
15. Adjournment:

Commissioner Bailey made a motion to adjourn the meeting. Commissioner Crisp seconded the motion, all in favor. Meeting was adjourned at 9:15 p.m. until Thursday August 11, 2016 at 7:00 p.m.

Approved this 11th day of August 2016.

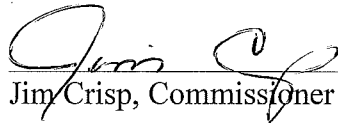


Eric Patton, Chairman



8-11-16

Jerry Bailey, Vice Chairman



8.11.2016

Jim Crisp, Commissioner

ATTEST:



Patty Smith,
Secretary

STAFFING BREAKDOWN

Career Staff – 9 Total with area breakdown as follows:
Chief/EMT - 1 1 – Rural Elma
B.C./Medic - 1 2 – Bush Creek
Capt./Medic - 3 2 - Aberdeen
FF/Medic - 4 1 – Cosmopolis
1 – Fircrest
1 - Burlington
1 – Kent

Shift Reserves – 12 Total with area breakdown as follows:
Lt./EMT - 1 1 – Aberdeen
FF/Medic - 3 1 – Hoquiam
FF/EMT-IV - 1 1- Central Park
FF/EMT - 5 2 – District 12
FF/Medic Recruits – 1 4 – Olympia
Recruit - 1 2 – Seattle
1 – Pacific County

Station 5-1 – 12 Total with area breakdown as follows:
Capt./EMT - 1 3 – City of Elma
FF/Medic - 2 4 – McCleary
FF/EMT - 2 3 – Bush Creek
EMT - 2 2 – Rural Elma
Support - 1
Recruit- 4

Station 5-2 – 7 Total with area breakdown as follows:
Capt. - 1 5 – Porter
FF/EMT - 2 2 – District 1
FF - 3
Support - 1

Station 5-3 – 13 Total with area breakdown as follows:
Capt. - 1 6 – Satsop
FF/EMT - 6 3 – Rural Elma
FF – 1 2- Montesano
EMR – 1 2- Elma
Recruit - 4

Operational Areas of Responsibilities Reports:

Communication Equipment: The mobile radio for 5341 has been programmed and installed in the unit and is in operation. Currently we only have the front radio head unit in it but the plan is to purchase and installed a secondary head in the back patient compartment. The ambulance is already wired for it.

Facilities/Stations: Nothing new to report at this time.

Apparatus: Per Captain Mayberry most of the hit list items on the new medic units are completed but still have a couple things that they will be working on very soon. E5201 was sent up to Central Mason and they investigated and repaired an electrical issue with it. They found that it had a bad alternator and some emergency light issues. C5131 had to have new breaks done on it and Central Mason did the work and it is in operation at this time and being used by personnel for everything from daily needs to emergency responses.

Bunker Gear: Nothing new to report.

SCBA/Air Fill: The MES technician found that the "new" air fill station was not hooked up properly and we are in the process of getting it done very soon.

EMS Supplies: Nothing new to report.

MSO: Dr. Canfield has issued a verbal directive to me that District 5 is not to transport past Summit Pacific Medical Center located in Elma for anything other than Strokes, STEMI's, and Renal Failure patients, even if the patient or family members request it. I have requested a meeting with him, the MPD of Thurston County and Dr. Hurley of SPMC to discuss the uniqueness of District 5 and the service we provide compared to the rest of Grays Harbor County. This is a significant directive because it could require us to do more transports from SPMC to other hospitals if more advanced care is needed than what can be offered by SPMC and their staff. We will be keeping an eye on it closely. BC Fulbright did go and meet with SPMC and gave them a heads up on the directive and asked for their assistance in meeting this directive. We will be doing Active Shooter training with the County Sheriffs and other Law Enforcement agencies on July 23, 2016, along with that we are working on getting our Active Shooter Go Bags completed and ready to go on the apparatus. The full drill will be sometime in the later fall or winter.

Fire Investigation: Nothing new to report at this time.

Pre Planning: Progress is being made. Being a new system it is taking him longer to complete them as directed but they are being worked on.

Small Tools: Nothing new to report at this time to the board.

Passport/Accountability: We are in the process of getting an updated passport inventory and will be ordering some personnel tags soon.

Hose/Nozzles: Nothing new to report at this time.

Mapping: Nothing new to report at this time.

Special Operations: Nothing new to report.

I.T./Website: Nothing to report.

Safety Officer: The Safety Committee met last month and they are working on a couple projects that I have tasked them with.

Public Education/Public Relations: Nothing to report.

HIPAA: Nothing new to report.

EMS Billing: In May of this year we collected \$57,221.92, compared to \$33,956.62 for June of last year. We have collected \$317,168.23 (compared to last years collection of \$305,975.952) for the year and that is an average of \$52,861.37 per month and if the average holds out we will collect a total of \$634,336.44 and that would be \$84,336.44 above budget.

Training: B.C. Fulbright will be providing his training report to the board at the meeting.

SOP/SOGs: Nothing new to report.

PIO: Nothing new to report from previous report.

KNOX Box Program: Nothing new to report.

EfRecovery: The FireRMS and EPC programs are being updated on our systems. Jody continues to work hard to make sure we bill for responses per our resolution.

Health Officer: Nothing new to report.

Recruitment: We are continuing to recruit and will be trying to improve our membership numbers in 2016.

Service Contracts: The Port of Grays Harbor has provided a revised quarterly lease statement so that I can bill for the 3rd quarter under the agreement. They have new leases for the previous building known as "New Wood" and it did change the amount of the quarterly payment. We are still above budget though.

OTHER INFO: