

Clallam County Fire Protection District No. 4



P.O. Box 106
Joyce, Washington 98343
360-928-3132
Fax 360-928-9604
Email: station1@clallamfire4.org

Commissioners:
Marcus "Ben" Pacheco, Chair
Sam Nugent, Vice Chair
Terry Barnett
Lynne Kastner
Bruce Leiper
Gregory Waters, Fire Chief

Clallam County Fire Protection District No. 4
Board of Commissioners Meeting Minutes
Joyce, Washington
July 27, 2022

Members Present

Marcus "Ben" Pacheco, Chairman/Commissioner
Sam Nugent, Vice-Chairman/Commissioner
Terry Barnett, Commissioner
Lynne Kastner, Commissioner
Bruce Leiper, Commissioner
Gregory Waters, Fire Chief

Others Present

Carolyn Flint, Quartermaster
Cheryl Anderson, District Administrative Assistant
Rae Leiper, District Secretary to the Board
Donna Buck
Jeff Lewis

I. Call to Order

Chairman Marcus "Ben" Pacheco called the regular meeting to order at 5:30 p.m. So ordered.

II. Roll Call of Commissioners

Ben noted Commissioners Sam Nugent, Terry Barnett, and Bruce Leiper were present in person. Commissioner Lynn Kastner was attending via a Zoom call. He noted Chief Greg Waters and Quartermaster Carolyn Flint were also present.

III. Minutes of the Board of Commissioners Regular Meeting on June 22, 2022 – Corrections or Approval

Sam moved, and Terry seconded to approve the meeting minutes. Motion carried unanimously. So ordered.

IV. Additional Items for the Agenda

On-line Banking Information was added as Board Action, Item F.

V. Introduction of Guests and Visitors

Ben welcomed community members Donna Buck, and Jeff Lewis.

VI. Community Comment

Jeff Lewis requested time for commenting and Ben gave Jeff time to do so. Jeff explained that he attends the meeting to stay informed and to hold the Board accountable. He wants to make sure that the community is heard and has input on the building of the new apparatus bay. He wants to continue the feeling of pride found in the Joyce community. He asked the Board to consider ways to engage and inform the community as the building project moves forward. Jeff stated that the Commissioners are happy to get paid \$128 to come in once a month to attend the board meeting and to serve the community. Jeff said that it may be too easy not to consider other options. He said the board is fine with not giving a thought to the rest of the community's ideas regarding the new station.

Ben responded by explaining the District is going in the direction of engaging the community. A Building Finance Advisory Committee (BFAC) which includes a few community members has been formed. Commissioner Lynne Kastner explained that the BFAC will be present at Joyce Daze with an information table. There will be a way for the community to make comment on the plans at that time. Ben added that the district has always had an open-door policy for anyone who wished to attend and express concerns or give out ideas just like Jeff. The community can at any time come talk to the chief, Cheryl, or any of the rest of the Commissioners. The Commissioners do go out as individuals and ask the public what their opinions are.

Commissioner Terry Barnett responded by explaining that the District's obligation is to design and build a fire station. The District has first sought expertise in that subject. He also took exception to Mr. Lewis' comments about the commissioners only attending meetings for the money. He explained that all the commissioners put in many more hours of volunteer time beyond meeting attendance.

VII. For Board Action

A. Ratification of Investment Funds

The Board reviewed a request for Ratification of Investment Funds submitted by Rae Leiper, Secretary to the Board of Commissioners. The letter explained the recent move of \$100,199.09 in investment funds from a 12-month CD at First Fed to the state investment pool (LGIP). The current LGIP has a better interest rate than the CD and the money can be moved at any time. Terry moved and Bruce seconded the ratification of this change in investments.

B. Discussion to Consider a New Website

The District is currently investigating ways to make the district website easier to manage. Rae Leiper was directed to investigate viable solutions. The board reviewed options and considerations. It was decided that the District will move to the WordPress platform, which is a much easier platform to manage. Now in question is which company to use as a webhost. Rae was directed to gather more information of services offered and cost estimates. It was also recommended she contact Roger Ferris of WFCA regarding information about internet archiving procedures.

C. Ratification of Clallam County Payroll Worksheet: June Voucher Numbers P5522 – P6622 Commissioners and Staff in the Amount of \$12,833.09

Sam moved and Terry seconded to ratify the approval and execution of the Clallam County payroll worksheet for voucher numbers P5522- P6622 Commissioners and Staff in the amount of \$12,833.09 as presented. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under penalty of perjury that the claim is a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and that we are authorized to certify to said claim."

D. Ratification of Claims Payment Request: June 2022 Voucher Numbers C14022 – C14722 in the Amount of \$4,499.70

Terry moved to ratify the approval and execution of the claims payment request for Voucher Numbers C14022 – C14722 in the amount of \$4,499.70 as presented. Sam seconded. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under the penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, that the claim is a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and we are authorized to authenticate and certify to said claim on this 27th day of July 2022."

E. Ratification of Claims Payment Request: June 2022 Voucher Numbers C14822 – C16222 in the Amount of \$15,445.15

Sam moved to ratify the approval and execution of the claims payment request for Voucher Numbers C14822 – C16222 in the amount of \$15,445.15 as presented. Terry seconded. Motion carried unanimously. So ordered.

"We, the undersigned Board of Commissioners of Clallam County Fire Protection District No. 4, do hereby certify under the penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, that the claim is a just, due, and unpaid obligation against Clallam County Fire Protection District No. 4, and we are authorized to authenticate and certify to said claim on this 27th day of July 2022."

F. On-Line Banking Access

Rae requested that the board consider approving on-line access to Key Bank accounts for ease of access to statements and balances. It would not be used for paying bills or transferring money.

Sam moved that the Board authorize on-line banking for the Board Secretary. Terry seconded the motion. Motion carried unanimously. So ordered.

VIII. For Board Information and/or Discussion

A. Staff Reports – Greg Waters reporting

Chief Waters again reports on another busy month with 23 calls at an average of 1.1 calls per day with an average of 4.9 responders per call. The responders are not always the same, but there is a core group of responders. The energy and the esprit de corps of the responders is heartening. Since the last meeting, The District had 14 transport calls; 10 were ALS and 4 were BLS. There was one chain saw incident in which a branch fell on a person who sustained a concussion. The responders answered two pediatric calls. One a respiration issue with a 5-year-

old, the other was a 10-month-old who was choking which was resolved by the time EMTs arrived. There were a couple of in-home deaths. One was for a 100-year-old who suffered cardiac arrest. Another was for a patient whom responders have typically responded to several times per month over the past several years. The responders had a call involving domestic violence and assault. Other calls involved an 86-year-old with a 106° fever, a person with a severe stroke, and a difficulty breathing for a person with known psychological issues.

In other news, a new 1,000-gallon propane tank was installed behind the Administration Building. It will be strapped down soon for earthquake safety. Responders have finished the EVIP training so that they can be qualified to drive emergency vehicles. Recently, responders reviewed helicopter evacuation during a training at Station 42 with LifeFlight. The newest LifeFlight helicopter was there so responders could practice loading and unloading of patients. Responders also had a chance to view equipment and supplies inside the helicopter so they are familiar with how they are equipped.

Carolyn, Krista, and Susie provided a Stop-the-Bleed Training to 23 members of the community and the Joyce CERT. Carolyn reminded the Board that with EMT response times this training makes a real difference in a person's chance of surviving a severe bleeding trauma if those around them can stop the bleeding till EMTs arrive. Bruce Leiper shared that the next CERT training on August 11 will be about treating heat and cold injuries. It will also be open to the public. CERT will do a CPR training with the District in the fall. These trainings are a great outreach and benefit to the community.

Joon finished fire fighter training at the Fire Fighting Academy. Dara recently finished the EMT classes and is officially licensed with the Washington Department of Health. The Emergency Room situation at OMC continues to cause confusion and delays in treatment. Local Fire Chiefs are discussing how to deal with the situation, but it is unlikely to be resolved till October when a new group will take over. Until then, OMC ER waiting room is staffed up with local ambulance crews who do triage and first aid care.

The District compressors are scheduled for an annual check-up. A recent incident involving a tree skewering a truck caused damage to the heavy-duty hydraulic cutters, so they need repair. Recently, A42 would not restart after refueling. The batteries were 9 years old and were replaced. A42 also recently had its air conditioner repaired.

Carolyn showed the Board the first of the new bunker gear to arrive. The gear was purchased with a grant from the Gossett Foundation.

B. Local Board of Trustees

Minutes were reviewed and noted.

C. Monthly Financial Reports

Reviewed and noted.

D. Standing Committee Report

Nothing to report.

E. Building Committee Report

Plans will be completed and printed next week. They will be displayed at Joyce Daze. The committee is almost ready to get cost estimates/ball park figures so the BFAC has some numbers to work with going forward.

The Building Finance Advisory Committee will be inviting some community members to join them in investigating ways to raise funds for the building of the station addition.

F. DNR Coalition

The State Supreme Court recently handed down a decision that affects how DNR/Timber tax monies are allotted to communities. It stated that the DNR has a fiduciary duty to Junior Taxing Districts to provide timber revenue to them.

G. Joyce Emergency Preparedness and Prep (JEPP)

JEPP will be holding a community information meeting this fall to keep citizens aware of what is happening with emergency preparations.

H. Items of Interest

1. Enduris- PY 2023 Rate Outlook

The Board reviewed a letter from the Enduris Insurance Representative regarding future insurance rates.

2. 2022 Department of Health Prehospital Grant

The Board reviewed and noted letters regarding payment to hospitals.

3. WA State Health Care Authority GEMT Program SFY21

The Board reviewed and noted letters regarding transport costs.

4. WA State Health Care Authority GEMT Program FY2023

The Board reviewed and noted letters regarding transport costs.

5. Commissioners Appreciation BBQ

The Board noted the invitation by the Joyce Fire Auxiliary to a BBQ at the Leipers' house.

6. GEMT Program Timeline

The Board noted the letter from the State Healthcare Authority regarding payment reconciliation and settlement.

7. BOCC and DNR Meeting

The Board noted the invitation to a meeting from Loni Gores regarding Junior Tax District revenue projections. Ben and Greg will attend on August 22.

8. Supreme Court Ruling in CNW vs Franz

The State Supreme Court recently handed down a decision that affects how DNR/Timber tax monies are allotted to communities. It stated that the DNR has a fiduciary duty to Junior Taxing Districts to provide timber revenue.

9. Seattle Consumer Price Index- Chief Waters Cost of Living Allowance

The board reviewed and noted the documents. The agreement stipulates a COL allowance adjustment each year.

10. Meeting Invitation CCFPD No. 2

The board is interested in what will happen with this group. At this time, the Commissioners are not able to attend.

11. WFCA Correspondence

Noted

I. Correspondence: In Folder

Nothing to discuss.

J. Other Concerns

Ben took time to appreciate and note all the time that the Board puts into serving the community.

IX. Adjourn

Terry moved and Lynne seconded to adjourn the meeting at 6:50 p.m. Motion carried unanimously. So ordered.

The next regular meeting of the Board of Commissioners will be held on Wednesday, August 24, 2022, beginning at 5:30 p.m.

Respectfully submitted,
Raeann Leiper
District Secretary

