

**LEWIS COUNTY FIRE PROTECTION DISTRICT NO #14
BOARD OF COMMISSIONERS
REGULAR MEETING**

March 11, 2010

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Chairman Red Rogers at 7:00pm at the Main Station located at 9978 U.S. Hwy. 12, Randle WA. 98377

FLAG SALUTE

Chief Jeff Jaques opened the meeting with the flag salute.

PRESENT

Present: Chairman Red Rogers, Chief Jeff Jaques, Commissioner Dale Woody, Commissioner John Pollman, and Recording Secretary Penny Owens

ADDITIONS/DELETIONS

none

Agenda Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner John Pollman:

“The March 11, 2010 agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

Inclusive of Refund Request – T. Atkins – patient paid in full then insurance paid in full

On a motion made by Commissioner John Pollman and seconded by Commissioner Dale Woody:

“The March 2010 expenditures per payment vouchers 03001 through 03029 for a total of \$5886.04 were approved as circulated.”

Commissioners’ comments: Verification of Office Depot expenses

MOTION CARRIED UNANIMOUSLY

Payroll Approval

On a motion made by Commissioner John Pollman and seconded by Commissioner Dale Woody:

“The March 2010 payroll in the amount of \$6,361.00 was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

On a motion made by Commissioner John Pollman and seconded by Chairman Red Rogers:

“The Minutes for the Regular Meeting dated February 11, 2010 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- Activity Report February 2010
- EMS Reconcile Report for February 2010
- Waive Charges on two patients- see attached list - Incident numbers 2010026 and 2010034 On a motion made by Commissioner John Pollman and seconded by Commissioner Dale Woody to forgive the debt of both incident numbers 2010026 and 2010034.

MOTION CARRIED UNANIMOUSLY

- Cost for WA Fire Admin Conference Leavenworth - May 3-5 - see attached list - On a motion made by Chairman Red Rogers and seconded by Commissioner John Pollman for the department to cover the cost of District Secretary Penny Owens to attend the WA Fire Admin. Conference in Leavenworth, WA.

MOTION CARRIED UNANIMOUSLY

Correspondence: See attached list

- WFOA Annual Conference - October, Pasco, WA informed board two hotel room have been reserved

CHIEF’S REPORT: See attached

- Vacation - March 19 – 26: 1 day of comp-time and 1 week of vacation
- Fixed light fixtures on Annex Building
- Server still having trouble but Lewis County IT seems to be making it work better, hopefully complete before Chief Jeff Jaques leaves on vacation
- Grant awarded – see attached
- Wildfire vehicle grant – still working on decisions for the chassis and the bed portion of the vehicle
- Commissioner Dale Woody asked about the Lewis County IT man and privacy of patient information; Chief Jeff Jaques reassured him patient info is secure

UNFINISHED BUSINESS

Operation Guidelines -

- Current updated Guideline hopefully will be printed before Chief Jeff Jaques goes on vacation on March 19 - he will get copies to the Commissioners

Property on Falls Road - Commissioner John Pollman

- Nothing new to report

David Lee & Fire Hall – Chief Jeff Jaques

- Nothing new to report

NEW BUSINESS

Radios - Chief Jeff Jaques

- Lewis County Fire District #1, Onalaska, has 5-7 surplus radios; Chief Jeff Jaques would like to purchase, \$300 each. Each member has a radio issued to them. Can not have too much communication during an emergency. On a motion made by Commissioner John Pollman and seconded by Chairman Red Rogers to purchase the 5-7 radios for \$300.00 each from Lewis County Fire District #1.

MOTION CARRIED UNANIMOUSLY

COMMISSIONER’S COMMENTS

- Chairman Red Rogers commented to watch expenses until first half of taxes come in April
- Commissioner Dale Woody asked District Secretary Penny Owens the security of e-mailing scanned patient information to Systems Design. Clarified with Systems Design earlier in the: with signed Business Associate Agreement with Systems Design and Lewis County Fire District #14 is in compliance with HIPPA
- Commissioner John Pollman read a letter of appreciation to Chief Jeff Jaques - see attached - Chief Jeff Jaques thanked the Commissioners
- March 27th a benefit dinner here for the Holman family – spaghetti dinner and auction. Fire assoc is paying for the food and organizing this event.
- Next meeting discuss the EMS levy

ADJOURNED

With no further business, Chairman Red Rogers adjourned the meeting at 7:41 p.m.

Next meeting will be held at the Main Station at 7:00pm on April 8, 2010.

A.H. Rogers, Chairman – Position #3

Penny Owens, Recording Secretary

John Pollman, Commissioner – Position #1

Approval Date

Dale Woody, Commissioner – Position #2

Signed & Approved - April 8, 2010 Board Meeting