



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



February 9, 2012

CALL TO ORDER

The regular meeting of the Board of Commissioners was called to order by Chairman Red Rogers at 7:06pm at the Main Station located at 9978 U.S. Hiway 12, Randle, WA. 98377

FLAG SALUTE

Chief Jeff Jaques opened the meeting with the flag salute

PRESENT

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

ADDITIONS/DELETIONS

Credit Card use limit in Guidelines– Unfinished Business

Agenda Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner Dale Woody:

“The February 2012 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner Dale Woody:

“The February 2012 Expenditures per payment Vouchers 02001 through 02017 for a total of \$1,762.38 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner Dale Woody:

“The February 2012 Payroll in the amount of \$6,467.00 was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

On a motion made by Chairman Red Rogers and seconded by Commissioner Dale Woody:

“The Minutes for the Regular Meeting dated January 12, 2012 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY’S REPORT

Financial report: See Attached

- Activity Report – 13th month & January 2012
- EMS Reconcile Report - January 2012
- MVC Report – January 2012

Correspondence: See attached list

- Discussion of 2012 Levy Rates

CHIEF'S REPORT: See attached

- Very few calls for January
- Discussion of Rating Bureau tender credit, alarm assignments for dispatch, Fire Dist #14 and #18 will have Rating Bureau here in May/June to evaluate both districts
- Discussion of three volunteers that took EMT class and signed 2 year agreement but no longer active with the Fire Department. These three will be sent an invoice to reimburse the Fire Department.

UNFINISHED BUSINESS

Operation Guidelines

- Chief Jeff Jaques distributed a color coded list
- Discussion of credit card use limit – Commissioners agreed the limit should remain \$500
- Commissioner Dale Woody concerned about documents and security from changes
- From November 2011: Inspection Maintenance Repair & Retirement, Body Protection, Grievance Procedure, Cleaning and Decontamination, Volunteer Benefits, Take Home Vehicle Assignment and Use – Approved by the Commissioners
- From December 2011: Fax computer and Internet Use, Use of Credit Card and Fuel Card (changed Credit card use from \$750 to \$500), Sick Leave, Family Medical Leave, Bereavement Leave (changed from 3 days to 5 days for immediate family) - Approved by the Commissioners except Annual Leave
- Tabled - Annual Leave (Dec. 2011 group), research permanent part-time employee vacation
- Discussion of holidays - Chief Jeff Jaques is doing research
- February 2012: New group of policies distributed to the Commissioners – Probation, Hazard Chemical Communication, and Roadway Safety

Tacoma Power – City of Tacoma – new 5 year agreement – Chief Jeff Jaques

- Will be communicating with David Letterman with City of Tacoma

NEW BUSINESS

Bereavement, Holiday, and Sick Leave Time – Chief Jeff Jaques

- Discussed during Operation Guideline

Credit Card use limit

- Discussed during Operation Guideline

COMMISSIONER'S COMMENTS

ADJOURNED

With no further business, Chairman Red Rogers adjourned the meeting at 8:36p.m.

Next meeting will be held at the Main Station at 7:00pm on March 8, 2012.

A.H. Rogers, Chairman – Position #3

Penny Owens, Recording Secretary

R. John Pollman, Commissioner – Position #1

Approval Date

Cody, Commissioner – Position #2

Approved & Signed - Board Meeting March 8, 2012