



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



March 13, 2014

CALL TO ORDER

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

FLAG SALUTE

Commissioner John Pollman opened the meeting with the flag salute

PRESENT

Present: Commissioner Kenneth Lindh, Commissioner John Pollman, Chairman A.H. Red Rogers, Fire Chief Jeff Jaques, Recording Secretary Penny Owens, and Volunteer Frank Kittock

ADDITIONS/DELETIONS

NEW – BVFF, Fire Chief Jeff Jaques new office

Agenda Approval

On a motion made by Commissioner Kenneth Lindh and seconded by Chairman A.H. Red Rogers:

“The March 2014 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Vouchers Approval

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

“The March 2014 Expenditures per payment Vouchers 14031001 through 14031029 for a total of \$11,551.47 were approved as circulated.”

Additional Voucher for VISA -

“The February 29, 2014 Additional vouchers for VISA 14022001 for a total of \$3,042.69 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Payroll Approval

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

“The March 2014 Payroll in the amount of \$6,823.00 was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

Minutes Approval

On a motion made by Chairman A.H. Red Rogers and seconded by Commissioner Kenneth Lindh:

“The Minutes for the Regular Meeting dated February 13, 2014 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

SECRETARY'S REPORT

Financial report: See Attached

- Activity Report – February 2014 total \$33,217.17
 - General \$28,838.84
 - EMS \$4,378.33
- EMS Billing Report – February 2014
- MVC Billing Report – February 2014
- LC Fire Commissioners Mtg – March 17 LCFD #3 Mossyrock RSVP – 3
- District Secretary Penny Owens shared the award she received at BIAS Conference in Spokane
- District Secretary Penny Owens ask the Commissioners to consider a raise increase
 - Currently \$1826/month or \$17.23/hour
 - After some discussion among Commissioners and suggestions by Commissioner John Pollman
 - Chairman A.H. Red Rogers said to let the minutes show the Commissioners agreed for a raise increase for District Secretary Penny Owens to \$18 per an hour / \$1908/monthly starting April 2014 payroll

Correspondence: See attached list

CHIEF'S REPORT: See attached

- Discussed the barn fire at shady fir camp ground
- Concerned with leakage on roof of main station and Cispus station
- Tender credit – rating and bureau in Genoma Fire recently, has contact number

UNFINISHED BUSINESS

Fire Chief Jeff Jaques Contract - Nothing new to report.

- Hopefully next month

FEMA Grant – 2009 Fire Chief Jeff Jaques

- Nothing new

New Server and older Hard Drive Recovery – Fire Chief Jeff Jaques

- Full recovery
- Fire Chief Jeff Jaques discussed the harddrive, mirror harddrive, external harddrive
- Shane Locke has been helpful with organizing the backup

NEW BUSINESS

Physio Control Maintenance Contract – Fire Chief Jeff Jaques 2 – LIFE PAK 12

- Contract for working on LIFE PAK 12, defibulator, heart monitor, reads oxygen level – comes on sight once a year, if problem will come on sight any time no charge
- Check electronics, batteries, approx. \$2490/annual for two machines

- Used on the Aid vehicle and in residence during incidents
- Each unit takes 2 batteries also has spares which are checked monthly
- These are older units, maintenance will be beneficial

On a motion made by Commissioner John Pollman and seconded by Commissioner Kenneth Lindh:

“Approved Fire Chief Jeff Jaques to sign the Physio Control Technical Service Support Agreement which expires 2/28/2017.”

MOTION CARRIED UNANIMOUSLY

BVFF – Chairman Red Rogers

- Asking about the cost the BVFF covers for physical examined
- Fire Chief Jeff Jaques – BVFF covers \$100; discussed Doctor Williams – not the unit
- Every new members will be getting physical examination

Fire Chief Jeff Jaques - new office

- need to metal book shelves and metal cabinet - \$800-900
- Larger room, window, only one door, more wall space

Chairman A.H. Red Rogers said to let the minutes show for Fire Chief Jeff Jaques to purchase the metal shelves and cabinet for the new office for storing radio

COMMISSIONER’S COMMENTS

Chairman A.H. Red Rogers and Commissioner John Pollman discussed what insurance company’s responsibilities toward premium, coverage, and policies

Commissioner Kenneth Lindh discussed the seminar he attended in Spokane

- Suggestion to have this class before one becomes a Commissioner
- Brian Snure broke discussion down and made it clear, ethics, RCW,
- Commissioners are the brains of the fire district

Fire Chief Jeff Jaques vacation – will be on vacation from March 19 – 28, 2014

ADJOURNED

With no further business, Chairman A.H. Red Rogers adjourned the meeting at 7:55 p.m.

Next meeting will be held at the Main Station at 7:00pm on April 10, 2014.

A.H. Rogers, Chairman – Position #3

Penny Owens, Recording Secretary

R. John Pollman, Treasurer – Position #4

Approval Date

Kenneth Lindh, Commissioner – Position #2

Approve & Signed - Board Meeting 4/10/2014