

**Fire Commissioner Regular Meeting
San Juan Fire Protection District 2
Orcas Island Fire & Rescue
September 19, 2016**

Present: Commissioners Chair Barbara Bedell and Wesley Heinmiller, District Secretary Patricia Ayers, Acting Chief Scott Williams, Orcas Island Fire and Rescue staff, and members of the community.

Meeting Called to Order

Meeting was called to order at 5:30 pm.

Additions or Modifications to the Agenda

Motions / Minutes / Resolutions Approved

The following Meeting Minutes were approved:

- 2016-08-22 Special Meeting Minutes

The following Resolution was approved:

- Resolution 2016-08

Financials

Commissioners unanimously approved the financials for August 2016. These were signed and forwarded via email to the county after the meeting on September 19, 2016. Budget versus actuals; we should be at about 67% for which we are on track. Complete financial summary and detailed expenditures are available to the public through a Public Records Request online or in person at the Eastsound fire station.

Correspondence

None.

Chief's Report

Acting Chief Scott Williams presented the Chief's Report for the period of August 23, 2016 through September 18, 2016. There were 18 overlapping calls; again representing about 34% for the month. However, total calls for the year compared with last year are down slightly; 822 calls in 2015 versus 713 calls for 2016 to date. The complete chief's report may be found on the Orcas Island Fire & Rescue website (www.orcasfire.org).

OLD BUSINESS

1. Accepting Commissioner's Resignation (Resolution 2016-08) – A motion to approved Resolution 2016-08 to approve Commissioner Jim Coffin's resignation was made by Commissioner Bedell and approved by all commissioners present.
2. Appoint Jim Coffin to Complete Negotiations with the Union for the Collective Bargaining Agreement (CBA) – Commissioner Bedell announced that former Commissioner Jim Coffin has offered to continue to be on the CBA committee to assist with the finalization of the union contract. Commissioner Heinmiller made a motion to appoint former Commissioner Jim Coffin to complete the negotiations of the Collective Bargaining Agreement. All commissioners present approved the motion.
3. Chief Search Update – Commissioner Bedell reported that the committee met this morning. Unfortunately, there hasn't been a good response to the chief search, with only two inquiries as of this date. The current deadline for applications is October 14, 2016; however, it may be extended depending on how many more candidates apply for the position.
4. Fire Marshall Program Relating to Burn Permits & Inter-local Agreement Update – Acting Chief Scott Williams reported that the burn permit fees would be increased from \$15 to \$20 for residential burns; for commercial permits from \$225 to \$250. There is a revised website that will be operational by the time burning season begins on October 3, 2016. This will include a new online burn permit form, as well as a change in the paper form. The Deputy Fire Marshal Program is currently being held by RJ Myers. This was made possible because Bob Lowe, the current County Fire Marshall, has volunteered to work a 32-hour week, with the remaining 8 hours given to the Deputy Fire Marshal. An inter-local agreement is in

- the process, which will support a fire marshal program on Orcas Island.
5. Strategic Plan & 2017 Budget Update – Acting Chief Williams updated the commissioners regarding the ongoing work that is being done for the 2017 budget, and he will be presenting it to them in a future meeting.
 6. Increase Number of Commissioners from Three to Five – Commissioner Bedell reported that there have been several suggestions that the fire commissioner board be expanded from three to five members. She then read RCW 52.14, which explains the steps the board and fire district must go through to accomplish a change in the increase of members.

Public Comment #1

1. Comments regarding the increase of members from three to five
 - a. I have served on approximately three – seven member boards over the years, and feel that five members seem to be the most optimum number. I would very much encourage you to increase the number to five members.
 - b. I also agree that the commission would be most effective if there were five members on the commission.
 - c. A question was raised as to what the cost would be in going through the process. An explanation followed by another community member who explained that the cost would be obviously higher if a special election were called, as the burden of the cost would be put solely on the fire district. However, if the resolution were to be included in a regular election, the cost would be substantially lower.
 - d. This topic has been brought up in the past, and there were some specific reasons why the fire commissioner members NOT be increased to five members. The community member suggested that the commission research past meeting minutes in attempt to determine what those specific reasons were and present them at a future meeting.

Commissioner Heinmiller suggested that it would be in the best interest of the commission to take all the comments into consideration, and perhaps have a special meeting at a later date to discuss this topic. This would allow them to get all the facts together (including costs) prior to that meeting.

2. It was mentioned that there is a representative who may come to Orcas and hold a public meetings act class to update board members on the current regulations for conducting a public meeting. This person(s) would be willing to visit Orcas if there were a minimum of 50 people who were committed to attend.

NEW BUSINESS

1. Wellness Nurse Position – Acting Chief Williams reported that there is a vacancy in the wellness program for a nurse. OIFR will start the process of hiring a nurse soon.
2. Consider a Commissioner Appointment – Commissioner Bedell announced that the following candidates wish to be considered for Commissioner to serve the remainder of former Commissioner Coffin's term until December 2017.
 - a. John Dann, MD, DMD (was not present at this meeting)
 - b. Timothy (Tim) Fuller
 - c. Steve Vierthaler
 - d. Amanda Montague
 - e. Jim Helminski
 - f. Pierrette Guimond

Each of the candidates was given two minutes to state to the Commission their reason(s) why they should be selected for the commissioner position #1.

Public Comment #2

1. If there was ever a question as to whether we could find other members are qualified to be a part of the board of fire commission, we just heard from five who could easily be on the commission.
2. I thought it would be easy to find one more commissioner, but it was evident after hearing from the candidates that there are enough qualified people who could easily fill a five-member board.

3. Doris Schaller at the elections office is a good resource to speak to regarding the latest laws.

Board of Firefighters Association

- None at this time.

Executive Session

- There was an executive session held for 10 minutes pursuant to RCW 42.30(1)(h) (to evaluate the qualifications of a candidate for appointment to elective office).

Reconvene

1. There will be a Special Meeting held on Monday, October 3, 2016 at 5:30 pm to appoint a commissioner.

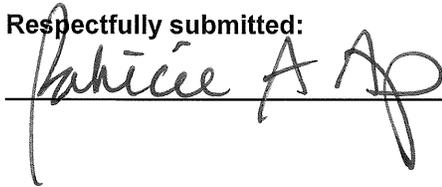
Announcements

- The next Regular BOFC Meeting will be held on Monday, October 17, 2016 at 5:30 pm.

Adjournment

6:40 pm – Adjournment of Regular Meeting
6:41 pm – Opening of Executive Session
7:01 pm – Adjournment of Executive Session
7:01 pm – Reopen the Regular Meeting
7:04 pm – Adjournment

Respectfully submitted:

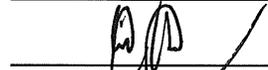


Patricia Ayers, District Secretary

Approved:



Barbara Bedell, Chair Commissioner



Wesley Heinmiller, Commissioner



Scott Williams, Acting Fire Chief