

**Fire Commissioner Regular Meeting
San Juan Fire Protection District 2
Orcas Island Fire & Rescue
February 21, 2017**

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

Meeting Called to Order

Meeting was called to order at 5:32 pm.

Additions or Modifications to the Agenda

1. Modify the agenda to include a public comment after each issue under the Old Business, and remove the public comment after Executive Session.
2. Add to the New Business a discussion for the District Secretary position.

Motions / Minutes / Resolutions Approved

The following Meeting Minutes were approved:

- 2017-01-30 Special Meeting Minutes

Financials

Chief Williams stated that the District has returned to using the QuickBooks format, after bringing the finances back in-house. He reported that the budget is tracking on target; even slightly less than this same time last year. The commissioners unanimously approved the Financial Report for the month of January 2017.

A 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

Commissioner Barbara Bedell extended her heart-felt thanks to all responders who visited her home recently when she needed assistance. EMS responders were very professional and she is very grateful for the treatment she received.

Chief's Report

Chief Scott Williams presented the Chief's Report for the period of January 21 – February 21, 2017. He reported that to date, the total number of incidents is 157. This includes fires, EMS, hazard, rescue, and other public service calls. Overlapping calls are currently at approximately 20%.

The complete chief's report may be obtained through a Public Records Request online or in person at the Eastsound fire station.

OLD BUSINESS

1. Revision to Public Comment Guidelines – Commissioner Heinmiller explained his thoughts on revising Resolution 2013-03 to make the public comment section(s) optional rather than mandated. His concern was that the meeting could get out of control quickly when someone makes unnecessary comments during a public session. Commissioner Montague disagreed and would like to see at least one public comment session mandated during each meeting. After some discussion, the commissioners agreed to “table” Resolution 2017-01 for now. In the meantime, Commissioner Montague will put some ground rules together, and after approval by the Board, will share with the public during meetings.
 - a. Public Comment –
 - i. You never, never want to put a wall up between the public and the commission. You serve us; we have elected you to represent us.
 - ii. I ditto what was just said. If you do remove the public comment session, you don't want to sit on the commission; the room will be full of angry people. It is your responsibility to control the meeting and not allow for someone to talk out of turn, or take up too much time with complaints or comments.
 - iii. I also agree with previous comments. You don't want to see the room if you ban the

- public comment.
 - iv. If public comment goes to only email, there needs to be some platform whereby the public has easy access (i.e., the website).
 - v. I've been coming to the meetings for several years. Other boards have public comment. There will be issues that we don't all agree on, but we want the best for the fire department. Also, other boards have all the financials ready and sent to the public ahead of each meeting. For these meetings, I have to send a special request to have documents copied for me. This is not right.
 - vi. It would be good to get the word out to the community members regarding public meetings for the BOFC better than what's done now. I didn't know these were held until I took a responder class through the fire department.
2. Ballot Initiative to Increase number of Commissioners from Three to Five – Commissioner Bedell announced that the initiative passed by over 70%. Discussion ensued amongst the commissioners, who agreed that two announcements with a cut-off to apply for one of the positions. A special meeting will be announced after the two advertisements have been put into publication.
 - a. Public Comment –
 - i. It is necessary to advertise twice to announce positions and establish a cut-off date for applications prior to holding a special meeting to select appointees.
 - ii. These positions are an appointment; therefore, you don't have to go through a formal process of waiting for two ads to run through the papers. It is the Board's responsibility to appoint two commissioners as soon as possible.

NEW BUSINESS

1. LEXIPOL Draft Policies – Chief Scott Williams reported that he has some policies that are being revised and would like to know how the commissioners would like to review the drafts. Commissioner Heinmiller asked if the policies could be emailed to them for ease in reviewing; other commissioners agreed.
2. Deer Harbor Fire Station (#24) Street Name Change – Commissioner Heinmiller reported that there is a petition being signed by the Deer Harbor Planning Commission to change the street name from Channel Road to Sunset Beach Road. He asked what position the District wished to take regarding this petition. The Chief suggested that the District should remain neutral, to which the commission agreed.
3. District Secretary Position – Commissioner Heinmiller announced that the current District Secretary would be resigning from her position effective on March 17, 2017. An advertisement will be placed in the newspaper that will be run as long as the ad announcing openings on the BOFC.

Board of Firefighters Association

- None at this time.

Executive Session

An executive session was held for 20 minutes per RCW 42.30.110(1)(g) to evaluate the performance of a public employee.

Another executive session was held for 10 minutes per RCW 42.30.140(4)(a) collective bargaining sessions with employee organizations, including contract negotiations... and (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining.

Reconvene

The commissioners announced that they signed the Collective Bargaining Agreement (CBA), which was finalized during the executive session.

Brian Ehrmantraut asked if the District would consider a discussion to allow the Eastsound Airport access to OIFR's truck with the plow to perform snow removal on the runway. He stated that OIFR's plow is the only one in the County that does not ruin the runway surface. Chief Williams mentioned that the Port Manager has already approached him, and they are working on an inter-local agreement, which will be presented to the commission for approval when agreement draft is complete.

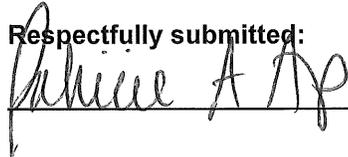
Announcements

- The next Regular BOFC Meeting will be held on Monday, March 20, 2017 at 5:30 pm.

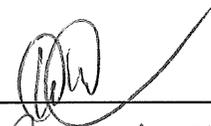
Adjournment

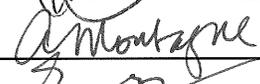
6:53 pm – Adjournment of Regular Meeting
6:55 pm – Open Executive Session
7:25 pm – Execute Session Adjourned
7:28 pm – Re-open Regular Meeting
7:34 pm – Adjournment

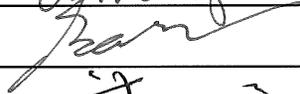
Respectfully submitted:


_____ Patricia Ayers, District Secretary

Approved:


_____ Wesley Heinmiller, Chair Commissioner


_____ Amanda Montague, Commissioner


_____ Barbara Bedell, Commissioner


_____ Scott Williams, Fire Chief