



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



**March 10, 2011**

**CALL TO ORDER**

The regular meeting of the Board of Commissioners was called to order by Chairman Red Rogers at 7:08pm 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**

none

**Agenda Approval**

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

“The March 2011 Agenda was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

**Vouchers Approval**

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

“The March 2011 Expenditures per payment Vouchers 03001 through 03024 for a total of \$44,233.32 were approved as circulated.”

Inclusive of LN Curtis AFG Grant Fire Hose \$33,797.29 and US Fire Equipment – Title III– 2011 Brush Truck \$6,417.25

MOTION CARRIED UNANIMOUSLY

**Payroll Approval**

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

“The March 2011 Payroll in the amount of \$6,467.00 was approved as circulated.”

MOTION CARRIED UNANIMOUSLY

**Minutes Approval**

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

“The Minutes for the Regular Meeting dated February 10, 2011 were approved as circulated.”

MOTION CARRIED UNANIMOUSLY

## **SECRETARY'S REPORT**

**Financial report:** See Attached

- Activity Report - February 2011
- EMS Reconcile Report - February 2011
- Lewis County Fire Commissioners Assoc. – RSVP March 21
- Public Disclosure - Forms available for Commissioners
- Incident of woman that fell in the doorway:

**Correspondence:**

- See attached list

**CHIEF'S REPORT:** See attached

- See attached list
- Confirmed Assistance to Firefighter Grant 2010

## **UNFINISHED BUSINESS**

**Operation Guidelines**

- Nothing new to report

**Property on Falls Road**

- Nothing new to report

## **NEW BUSINESS**

**LC Treasurer – requesting an exception for deposits in regards to RCW 43.09.240**

- Commissioners signed the Deposit Exception document

**Surplus – Fire Hose – Chief Jeff Jaques**

- Sale for low amount or donate to a small fire departments
- The Commissioners agreed to have Chief Jeff Jaques surplus the hoses as he see appropriate

**Emergency Reporting – Chief Jeff Jaques**

- State/National reporting requirement - looks like required by the end of this year
- Current program Datamed32 is not updating with the WA state requirement
- New Program “Emergency Reporting” located Bellingham, WA – all reporting on line – no more paperwork to complete - we would probably keep hard copies for our records
- Security – password protected – Secure agreements will be signed
- Possibly transfer billing directly Systems Design
- DataMed32 \$1,000 annually to Emergency Reporting \$1,400 annually

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

“Approve Chief Jeff Jaques to purchase this new reporting system called Emergency Reporting”

MOTION CARRIED UNANIMOUSLY

**COMMISSIONER’S COMMENTS**

- Discussion of \$10,000 loan and possibility of pay the loan off early
- WA Fire Admin Support Conference – May 2 – 4 – Chief Jeff Jaques suggested Secretary Penny Owens to reserve the conference and room to make sure she has the conference space and hotel room.

**ADJOURNED**

With no further business, Chairman Red Rogers adjourned the meeting at 7:50p.m.

Next meeting will be held at the Main Station at 7:00pm on April 14, 2011.

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A.H. Rogers, Chairman – Position #3

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Penny Owens, Reporting Secretary

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R. John Poth, Commissioner – Position #1

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Approval Date

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Dale Woody, Commissioner – Position #2

**Approved & Signed - April 11, 2011 Board Meeting**