

EUREKA FIRE COMMISSIONERS MEETING

DATE: May 8th, 2008

The Eureka Fire Commissioners meeting was called to order at 1900 by Chairman Steve Hoffmann. Those present were Commissioners Loren McKee and Tad Cowell, Chief Ruffcorn, Officer Padberg, Officer A. Hoffmann.

Welcome to delegates, visitors and guests.

Tad Cowell requested that an update on AED equipment be added to the agenda. Steve placed it under old district business.

MINUTES:

The minutes of the April 10, 2008 meeting were available to each commissioner in hardcopy and were carefully reviewed. A change was made where it was listed at looking at trucks from DNR; it was corrected to Umatilla Forest Service. Steve Hoffmann moved to approve the minutes with correction, Tad Cowell seconded. Unanimous.

TREASURER'S REPORT:

Due to early date of this month's meeting, a current treasurer's report is unavailable. Secretary reported that the March 2008 Treasurers report reflected \$285,763.62 in the expense fund and \$30,347.17 in the reserve funds. The May bills totaled \$50,905.99

APPROVAL OF BILLS:

Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.090, have been recorded on a listing which has been made available to the board. The bills for the current month were \$50,905.99 they were reviewed and an itemized breakdown was provided. Secretary asked commissioners to sign voucher. Tad Cowell moved to approve bills as presented, seconded by Loren McKee. Unanimous.

PETTY CASH ACCT:

Petty cash expenses were presented for the month of April. Commissioners reviewed and approved of expenses for refreshments for volunteer meeting held 4/16/08 and for secretary ink cartridge for printer. A total of \$28.06

INVESTMENT CD'S:

Secretary will invest all expense and reserve funds minus the May bills for a total of \$ 50,905.99. Loren moved to approve investment of money as presented, seconded by Steve. Unanimous.

CHIEF'S REPORT:

Chief Ruffcorn reported that all ordered helmets and hoods had arrived and he was waiting on remaining turnout gear. Radios and pagers are scheduled to arrive in approximately 2 weeks.

He also reported the diesel pump at station 31 is scheduled to be replaced the middle of next week.

Mutual aid policy was discussed. Commissioners are interested in the liability of volunteers assisting districts 1 and 7 without a district 3 tone out. Jim volunteered to call Rocky and discuss with him the mutual aid contracts that are in force and to get a template for future mutual aid agreements.

Chief Ruffcorn presented commissioners with the idea of paying volunteers for attending training. He suggested paying them the same as a run, \$10 for FF and \$15 for First Responders/EMTs. He felt with would help boost moral and involvement within the district. Commissioners agreed. Tad Cowell moved to accept paying volunteers and Steve Hoffmann seconded.

The need for a washer and dryer and hot water heater for a station was next on Chief's report. He felt that Station 33 was best location as it was partially plumbed for set up already. It was brought to his attention that every district must have some form or way of cleaning volunteer's turnouts, as they are not advised to wash them at home due to possibility of contamination. Tad Cowell volunteered that he may have a washer and dryer

for free. Commissioners approved the purchase of a hot water heater for the station if Tad Cowell does not have one to donate.

Chief Ruffcorn advised commissioners he was going to put up a new door in station 33 and make a small room for supplies that is secure from traffic in station 33.

Lastly, Aaron Hoffmann brought to Chief's attention the price and availability of new tenders at Mountain Hi. Aaron has uncovered some possibilities that they will research further and report on at next meeting.

OFFICER REPORTS:

- Aaron Hoffmann reported that Tender 34 was out of service.
- The new dodge purchased by the district is in our possession and in the process of being put into service. Chief Ruffcorn has elected to name the new vehicle Grass 33. It has been painted and is at Olson Brothers getting the exhaust fixed.
- Grass 31 was finished today and he will be taking it to Morris sign for paint tomorrow and then Argo transmission for transmission temperature gauge. Mel will pick up and they will fix pump.
- Mel will take 38 to Eureka and then 37 to get transmission gauge.
- 39 is being delayed still and Aaron is checking in regularly with the co-op to promote completion before fire season.
- Aaron advised commissioners that Grass 32 needs the shift points adjusted and he will be taking care of that.
- Officer Hoffmann has clipboards set up and in each vehicle for regular maintenance and incident reports. He will comprise a letter and send it out to all drivers informing them of the change.
- Aaron requested that the district purchase a 110 wire feed welder and a plasma cutter for all the work on the trucks he and Mel have been doing. Tad volunteered some stainless steel wire spools and to look into prices at Harbor Freight this week. Commissioners all felt it was a wise investment that could be research out and that Chief could approve.
- Oil and anti-freeze has been placed at each station.

DISTRICT BUSSINESS:

OLD: Tad Cowell investigated the AED units given to us by Waitsburg and those we had on hand and found that Cardiac Science will trade the units we have for 4 new units for only \$1250 each. They have no print out capability but are updatable. Commissioners discussed and felt we only needed 3, one for each station. Steve will look into print strips for machines.

The child abuse investigation protocols for first responders was brought up by Tad. He felt that it was not appropriate for first responders to be investigating child abuse situations, that it was only acceptable for them to report. Investigating is not part of their positions. All present agreed. Tad will get clarification with attorney and give him our input.

NEW:

A volunteer BBQ was approved for later in the summer. The secretary will organize and give further details as the time draws closer.

A raise was given to the secretary in order to meet Washington State law requirements for minimum wage. She went from \$8.00/hr to \$8.07/hr. with a constant 95 hours every month. This increases her wage from \$760 to 767 per month

New volunteer Deatra Stone was approved by chief and commissioners. Secretary will notify her of rules and upcoming trainings.

MISCELLANEOUS:

Chief Ruffcorn shared concern over driving portion of SOPs. He will review them after driver abstracts come back in and report to the board at a later date.

EXECUTIVE SESSION:

Not needed

| There being no further business or comments, the meeting adjourned at 2055 hours

| Respectfully Submitted:

Secretary

Chairman