

# EUREKA FIRE PROTECTION DISTRICT NO. 3

## COMMISSIONERS MEETING

SEPTMEBER 19, 2009

768 Hoffman Rd Prescott, WA 99348

### MINUTES OF MEETING

**CALL TO ORDER:** The Eureka Fire Commissioners meeting was called to order at 19:02 by Chairman Steve Hoffmann.

**PRESENT:** Steve Hoffmann, Loren McKee, Tad Cowell, Jim Ruffcorn, Sara Winona, Gordon Heimbigner, and Manual Almanzar present.

**ADDITIONAL AGENDA ITEMS:** None

**MINUTES OF PREVIOUS MEETING:** Approved by Tad Cowell, seconded by Loren McKee.

**TREASURER'S REPORT:** Amounts as follows: Reserve \$31,063.02, Expense \$151,395.79; No Petty Cash Activity.

**REVIEW & APPROVAL OF CURRENT 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. June Bills totaled \$8,991.35. Amount approved by Tad Cowell, seconded by Loren McKee.

**INVESTMENT CD'S:** Gordon Heimbigner, Walla Walla county Treasurer was present to explain the benefits and rules for the district investing in the county wide pool that the schools invest in. He showed past performance of stock and benefits compared to monthly invest of money. Tad Cowell moved to change invests to county wide pool, all commissioners in agreement.

### **CHIEF'S/OFFICER'S REPORT:**

- General Update by Chief Ruffcorn
  - Discussion on radio licenses. Jim Ruffcorn will follow up on investigation. EMCAB is trying to get all license's up at same time.
  - Manual has been attending training officer meeting. New training manual out today. Will include a county-wide matrix, must be red-card certified to respond to mutual aid. Starting in January 2010.
  - BVFF has new changes for 2010, with a 10% minimum of calls and trainings

### **DISTRICT BUSINESS:**

#### **OLD BUSINESS:**

- Purchase Order system policy discussed in further detail. Jim Ruffcorn's method will be tried for one month with report back at next meeting how smoothly it ran. This method has Jim create and sign all P.O.'s himself and send a copy to secretary same day as order.
- Budget totals and percentages used so far this year were reviewed
- SOP review will be postponed to following month due to time.

**NEW BUSINESS:**

- Commissioners moved that Jim Ruffcorn has authority to sign vehicle titles as chief of the district. Unanimous.
- Equipment update/inventory will need to be done district wide as soon as possible. Items valuing over \$200 must be inventoried. Collaborative effort will be needed to complete project this winter.

**MISCELLANEOUS:**

- Announcements and trainings were discussed. Pediatric Conference coming up and D5 Structure Fire Academy.

**EXECUTIVE SESSION:** None

**ADDITIONAL COMMENTS AND INFORMATION:** None

**CITIZENS COMMENTS AND BUSINESS:** None

**ADJORNMENT:** There being no further business or comments the meeting was adjourned at 9:23 PM

*Respectfully submitted,*

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Secretary

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Chairman