

**KLICKITAT COUNTY FIRE PROTECTION DISTRICT #4
MONTHLY BUSINESS MEETING AGENDA**

March 24, 2011

7:00 p.m.

Lyle Fire Station Meeting Room

The meeting was called to order by Chair McCune at 7 p.m.

Commissioners Joy and Haarstad were present.

Others present were Chief Brewer, Justin Ramsey, Patty Elkins, Glenda Lovejoy and Susan Parsons.

Minutes of Regular Meeting of February 24th were read by Secretary Linnea Denis. Commissioner Joy moved the minutes be read as corrected, Commissioner Haarstad second the motion, motion carried.

Medical Officer Patty Elkins corrected her report from February. Class began at 6:30 instead 6 as previously reported.

Recruitment

- Cassandra Gann has resigned
- Advertise: locally, paper, website
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Grants/Bonds

- Sounds like EDA is fully funded, waiting on official notice
- DNR Phase 1 is now open
 - Approval to spend \$1570 + Shipping

Fire Chief

- Keep working on fitness, a few of us learned the need on Sunday
- Hydrant in front of station
 - Contacted PUD, waiting on response
- Information Board - \$450 at Staples - roughly same cost after shipping elsewhere
- No Fire signs
 - Debbie Robinson DNR or Order through DNR Cache •
- Maps - Contacted KC for GIS data
 - Also received GIS data on bike trails on syncline

All straight fuel has been replaced (in the cans)

Training

Reminder: Lyle hosting Red Card Refresher April 2nd 8am.

- Will need some assistance prepping the station up prior Friday afternoon/night •

Rural 7 Refresher - 4/9 9am R7, 4/11 and 4/12 1800 R7

Vehicles/Equipment

- 401- \$104 Call fee, \$104/hr (driving and service) + parts ~\$600-1000.
 - o doesn't cover inverter
- 409 - needs tank re-screwed
 - o has to be driven to Mallory - free work couple hours

Interagency Meeting report

- Trying to figure out PL codes Oregon uses for VTAC/VCALL channels
- burn ban July 1st through October 1st 2011
- Dan Lennon will be offering Blue Card training
- SAR would like to hold an AAR of the Lyle Medical incident on Syncline
- SAR re-iterated their availability and willingness to assist
- The Art of Reading Smoke" class will be instructed by Dave Dodson at YCFPD#12 (West Valley) Saturday, May 7th
- The moratorium for Washington State volunteer license plates was lifted but the price has risen to \$45 per plate.
- Wishram will be testing out their new Jaws Sunday March 2th at 9am
- City of Goldendale will be hosting a burn to learn Sunday, May 1st at 10 a.m.

2011 Volunteer Board-did not meet

Medical Officer March 2011
EMS Council

By laws committee is still meeting to update/revise the EMS Trauma Council by laws

Otep Plan arrival: The state is still in review of most agency Otep plans, even those that received verbal approval as Lyle did. We are to continue to follow our written plans. Patty will follow up with Dane Kessler in writing to finalize our status.

The Stroke/cardiac triage tool is expected to be approved by the state around May 15.

There is planned to be life vest kiosks at Horse Thief and Maryhill parks this summer. Bingen Marina may also be included but not firm at this time.

The new EPI process will be forth coming. The WAC has not been signed off at this time, protocols are still in work, and training has not been finalized. Skyline will go to each agency to train and certify all EMS in order to use the new delivery process. If we aren't ok with giving the shots, we can still use the EPI pins; \$2.00 per shot versus \$80.00 per pin cost.

Skyline is attempting to have outside agencies trained in their decontamination tent process. This will be 8 hour training with certification, hopefully scheduled for the weekend. They are hoping that fire fighters and EMS people will become trained to supplement those at Skyline already trained for this emergency. They need a minimum of 25 people for the class.

There is a great on line PED'S Trauma training at <https://ljdepts.washington.edu/pedtrauma/>.

The regional council has approved the Patient Care Procedures which is expected to go before the governor's council in May.

The PHTLS class was a great success with over 24 attendees. Certificates will be coming for Patty and Glenda. Anyone else that previously had PHTLS will need to take another class in order to become current in the revisions. The new PHTLS training book will hopefully be coming out by this summer.

As March was OTEP, our next medical drill is the 3rd Tuesday of April (April 19) from 7-9:00 p.m. We will be reviewing some information learned through PHTLS, along with active medical scenarios.

Secretary's Report – no report

Treasurer's Report
Financial Report

Budget Year-date was presented to the Commissioners
Vouchers were presented for March 24, 2011, amounting to the total of \$1318.31.
Commissioner Haarstad moved that they be paid in the usual manner. Commissioner Joy second the motion; motion carried.

UNFINISHED BUSINESS

Cash for mob fires

Linnea Denis will begin working on a policy on the use of a Pacific Pride credit card account. An application will be filled out and sent to Pacific Pride. Three cards will be requested. Two will be kept in the office; one will stay in command. Officers will know where they will be kept and will have access to them. Commissioner Haarstad moved that KCFPD #4 open the account with Pacific Pride; Commissioner Joy second the motion; motion carried.

Message Board-Chief Brewer will check with the community to see if someone would like to build a message board to post Department information outside the station.

NEW BUSINESS

Chief Brewer requested approval to spend \$1570 plus shipping and handling to match the DNR Phase I funds. Commissioner Haarstad moved to approve to purchase the items on Chief Brewer's "list" which would be a match to the grant of \$1570 plus shipping and handling charges; Commissioner Joy second the motion; motion carried.

Upgrade Quick books to support payroll May 31st deadline; Linnea can purchase an upgrade for \$183. Commissioner's Ok'd the purchase.

Chief Brewer is using new software to create a new web design. This should make it easier for someone else to update the website should the need arise. There has already been some website feedback.

Training for Red Card Refresher class will be held at the Lyle Fire Station April 2nd; a \$5 donation will be requested to defray the cost of lunch which will be provided by the Department.

Vehicle 401

May need to go to Portland; another option is for the repairman to come to Lyle. Chief Brewer is checking out which is the best option for the Department.

Vehicle 409-Commissioner Haarstad will take to Mallory to repair.

Hazardous Materials Training is being offered by Skyline. This will allow attendees to be certified to use the equipment. Stephanie Boen is the Skyline Coordinator and Medical Officer Patty Elkins is the contact person. They need at least 25 people minimum to commit or they will not do the class. E-mail Patty if you are interested. Possible class dates to be offered is May 22 and June 19.

Executive Session-secretary hire; collections; employee evaluations-the meeting was adjourned to Executive Session at 8:20 p.m. for 5 minutes. The meeting was re-opened at 8:25 p.m.

Commissioner Joy moved the position of secretary/treasurer be offered to Susan Parsons; Commissioner Haarstad second the motion; motion carried.

The meeting was adjourned at 8:30 p.m.