

Klickitat County Fire Protection District #4

MONTHLY BUSINESS MEETING

June 25, 2019 – 7:00 P.M. *(meeting date was adjusted to accommodate attendance)*

Lyle Fire Station Meeting Room

The meeting was called to order by Commissioner Lovejoy at 7:03 P.M.

Commissioners Lovejoy, Joy, and Kroeskop were present.

Others present were Chief David McCune and Kelsey Williams. Secretary/Treasurer Lisa Clepper took minutes.

MINUTES

- The minutes of the regular meeting of May 23, 2019 were read. Motion for acceptance as read by Commissioner Joy, seconded by Commissioner Kroeskop. Motion carried.

COMMUNITY LIAISON – No report

RECRUITMENT

- Kelsey Williams came with Commissioner Joy to meet Chief McCune and let him know about her interest in becoming a firefighter.

GRANTS/BONDS

- 2019 Casino Grant – Received \$6,000 check.

FIRE CHIEF

- The annual potluck on 7/4 *(also a drill night)* is coming up. Chief McCune will email out info.
- Commissioner Lovejoy announced that he will not be here on July 4 and will not be here for July business meeting.

TRAINING – Nothing new to report.

VEHICLES/EQUIPMENT – Nothing new to report.

INTERAGENCY MEETING REPORT – No report.

2019 BVFF BOARD

- Commissioner Lovejoy asked about Leroy Sorenson's paperwork. I told him that I reminded Justin about it but did not receive any paperwork for this meeting. Commissioner Lovejoy said that the paperwork can be handed off to one of us and be signed at next meeting. He thinks it's best if it's signed at an official business meeting.

MEDICAL OFFICER REPORT – No report.

ADMIN. ASSISTANT REPORT – No report.

FINANCIAL REPORT

- Reviewed May income and disbursements. Commissioners signed June scripts; (5) bills totaling \$1,662.10 and (3) payroll items totaling \$1,470.06. Motion to pay (8) items totaling \$3,132.16 in the usual and customary manner made by Commissioner Joy, seconded by Commissioner Kroeskop. Motion carried.
- There was a discussion about the WA state Auditor’s office of recommendation for awareness of cybersecurity. We currently emails SSN’s and medical info to Klickitat County (for vendor ID #) and to BVFF, etc. for medical filing. Commissioners recommended that we now fax sensitive information to those agencies if possible. Lisa will look into this for Klickitat County. Dave will set up fax machine in office for outgoing.
- We also need to make sure we sign out of office computer when leaving and lock the door.

UNFINISHED BUSINESS – None.

NEW BUSINESS – None.

With there being no further business to discuss, Commissioner Kroeskop made a motion to adjourn. Motion seconded by Commissioner Joy. Motion carried.

MEETING WAS ADJOURNED AT 7:25 P.M.

Pending Motions	

Action Items	
Chief McCune	Submit BNSF Grant, Provide paperwork to submit DNR Phase 2 Grant, Research portable exhaust set-up