

## MINUTES

### BOARD OF FIRE COMMISSIONERS

### DOUGLAS COUNTY FIRE DISTRICT NO. 2

May 13, 2020  
East Wenatchee, WA

(This meeting was conducted via Zoom in compliance with Proclamation No. 20-28.2 by the Governor of the State of Washington due to the COVID-19 outbreak.)

The regular meeting was called to order at 5:00 p.m. by Chairman Rick McBride with Commissioners Dawn Collings and Dave Fennell signed in.

District personnel joining the meeting were Fire Chief Dave Baker, Assistant Chief Cam Phillips, Captains Seth Ellis, and Scott White, Firefighter Herb King, and Executive Assistant Terri Woods.

#### ADDITIONS/DELETIONS TO THE AGENDA

- Review of meeting conducted on May 8 was added under Labor Management in New Business by Chairman McBride.
- Request from Local 453 was added to New Business by Commissioner Fennell.

#### APPROVAL OF MINUTES

**Commissioner Collings moved to approve the Minutes of April 8 and 14, 2020 as presented. The motion was seconded by Commissioner Fennell. Motion unanimously passed.**

#### FINANCIAL REPORT

1. The Treasurer's Financial Statement indicated a balance of \$15,638,387.56.
2. Revenues received:
  - \$14,510.86, interest income.
  - \$175.00, Jason Koster, resident tuition reimbursement. (Cash)
  - \$180.00, James Workman, resident tuition reimbursement. (Check No. 1085)
  - \$2,036.30, Washington L&I/Scott White, time loss payments for 3/26/2020-4/8/2020. (Warrant No. 047554Q)
  - \$400.00, Tyler Bertram, February rent at 3782 Airport Way. (Cash)
  - \$400.00, Tyler Bertram, March rent at 3782 Airport Way. (Cash)
  - \$577.50, North Central Emergency Care Council, 2020 EMS Online reimbursement. (Check No. 1761)

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- \$16.10, Transamerica Life Insurance/Estate of Don Gills, refunded long-term care insurance premium. (Check No. 00402236)
- \$28.66, Chelan County Fire District No. 5, restitution for fire suppression of Grade Creek & Upper Joe Creek Fire on July 6, 2019. (Warrant No. 860560)
- \$400.00, Tyler Bertram, April rent at 3782 Airport Way. (Cash)
- \$2,036.30, Washington L&I/Scott White, time loss payments for 4/9/2020-4/22/2020. (Warrant No. 057477Q)
- \$1,039.60, Kurt Blanchard, reimbursement for travel to NFA. (Check No. 1557)
- \$175.00, Jason Koster, resident tuition reimbursement. (Cash)

3. At the request of Commissioner Fennell, a legal opinion would be sought on the current requirement for newly hired firefighters previously participating in the resident program to pay back their training costs. Topic to be discussed at the next meeting.

4. New reports out of BIAS were anticipated for the June meeting made possible by Executive Assistant Terri Woods.

**CORRESPONDENCE (None)**

**STAFF REPORTS**

**Chief:**

- Chief Baker reported the AIA Contract was under review by the Architect, General Contractor and the District's Attorney and was almost ready. He had not seen it yet.

**Local 453:** (No report.)

**UNFINISHED BUSINESS**

1 Chairman McBride clarified that there was no ill will or intent to the Assistant Chiefs to speak at a Commissioners Meeting by him during the board meeting in February. They are welcomed to attend if they wish to but are not required. It was also noted that no other Commissioner objected to Commissioner McBride's suggestion.

2. Review of the drafted command duty policy was tabled.

**NEW BUSINESS**

1. Project Manager: Several letters of interest and resumes were received; four were local applicants with the rest from around the state and one from Oregon. Chief Baker had consulted

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with Architect Peter Carletti who advised this would be someone who would work in the interest of the Fire District, who he could request to check on the project, and take pictures.

Chief Baker would select the top three to interview, check references, and make a recommendation. Commissioner Collings indicated she would assist. From previous experience, she found a project manager to be valuable. Cost was unknown; fees were not requested. The selection would be shared with board members via email, likely within the next week.

In addition to a project manager, Chief Baker advised the District was mandated to hire a firm for conducting special inspections. Cost was expected to be in the range of \$20,000 to \$25,000.

2. Labor Management: On May 8, a meeting was conducted between Commission Chairman Rick McBride, Assistant Chief John Glenn, and Local 453 DCBU Vice-President Seth Ellis. Chairman McBride stated it was a good meeting and he had recently sent a summary of the meeting to the other board members. He provided a detailed overview.

Discussion brought forward included organizational issues of poor and ineffective communications, perception of at least one employee being targeted, proposed “Servant Leadership”, perceived micro-managing by some commissioners, circumventing the chain of command, revisiting roles and powers, and the importance of transparency and accountability.

Moving forward, Chairman McBride asked Commissioner Fennell to serve on a Labor Management Committee. It was suggested that the Committee could be an added agenda item as a platform for labor. It was clarified for the Secretary that agenda item *VII. Local 453* could be removed as a routine item.

3. Request from Local #453: Commissioner Fennell advised the Local had made an official request for the creation of a Battalion Chief position assigned to a shift that needed to be discussed. It would provide for a command officer on 24-hour shift. It was noted that other command duty proposals were submitted; one from Chief Baker back in February. The Assistant Chiefs had also petitioned to join the union. Commissioner Collings brought up previous concerns on the financial impacts which were estimated to range from \$20,000 annually to \$120,000.

Commissioner Fennell suggested a formal committee to come up with a plan and work out the costs. The suggested composition was a Commissioner, Fire Chief, Assistant Chief and a couple Union Members. He preferred to see implementation in place for the fire season, but it was argued that may not be feasible.

**Commissioner Fennell moved to form a BC/Shift Commander Committee. The motion was seconded by Commissioner Collings Motion unanimously passed.**

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**PAYROLL & VOUCHERS**

April Expenses were submitted as follows:

**General Expense Fund:**

Claims totaled \$75,913.52 for Voucher Nos. 200503001 through 200503045.

Payroll totaled \$263,408.35.

**Special Projects Fund:**

Claims totaled \$17,848.38 for Voucher Nos. 200502001 through 200502006.

**Commissioner Fennell moved to approve April payroll and vouchers in the amount of \$357,170.25. The motion was seconded by Commissioner Collings. Motion unanimously passed.**

**GOOD OF THE ORDER**

**Commissioner Collings moved to adjourn the meeting at 7:09 p.m. The motion was seconded by Commissioner Fennell. Motion unanimously passed.**