



## WFCA BOARD MEETING MINUTES

The Board of the Washington Fire Commissioners Association held a regular meeting on Wednesday, January 27, 2016 at the state association office in Olympia, Washington.

### **PRESENT**

**Members:** President David Ellingson, Vice President Gerry Gustafson, Secretary-Treasurer Brad Lothspeich, Region 1 Director Jack Hensley, Region 2 Director Brad Langdell, Region 3 Director Dwight Vander Vorste, Region 4 Director Les Riel, Region 5 Director Jim Kenny, Region 7 Director Dan Rankin, Region 8 Alternate Jerry Kolke, Region 9 Director Gene Carmody and Immediate Past President Jim Farrell.

**Guests:** Ken Eakin (Yakima 12), A. J. Hill (Benton 4), Dale Mitchell (East Pierce Fire & Rescue), Mike Moore (Grant 10), Ryan Spiller (Capitol Connection) and Judy Wilson (Lacey Fire District 3).

**Staff:** Roger Ferris, Sandy Babcock, Jim Lux and Nora Eylenfeldt.

### **CALL TO ORDER**

President Ellingson called the meeting to order at 12:30 p.m. and led the group in the Pledge of Allegiance.

President Ellingson presented Jim Farrell with an engraved lapel pin showing years of service as WFCA President. Commissioner Farrell thanked Board members and staff for helping him do his job while he was President.

### **APPROVAL OF AGENDA & INTRODUCTIONS**

Commissioner Riel moved and it was seconded to approve the agenda as presented. **Motion carried.**

Board members and guests proceeded with introductions.

### **APPOINTMENT & INSTALLATION OF REGION 8 DIRECTOR**

It was noted that Brad Lothspeich's election as Secretary-Treasurer created a vacancy in the Region 8 Director position. Commissioner Lothspeich stated the Southwest Washington Fire Commissioners met after conference to determine who was interested in the position and unanimously endorsed Jerry Kolke (Clark County Fire & Rescue). Commissioner Rankin moved and it was seconded to appoint Jerry Kolke as the WFCA Board Region 8 Director. **Motion carried unanimously.** President Ellingson administered the Oath of Office to Commissioner Kolke.

### **APPROVAL OF MINUTES**

Commissioner Riel moved and it was seconded to approve the October 22, 2015 regular Board meeting minutes as submitted. **Motion carried unanimously.**

## **TREASURER'S REPORT**

**Finances:** Commissioner Lothspeich reviewed finances, noting the association ended 2015 under budget. Following approval of first quarter finances by the Board in April, Commissioner Lothspeich plans to work with Sandy Babcock to distribute quarterly financial reports to the membership. Commissioner Lothspeich moved and it was seconded to approve the WFCAs' October-December 2015 disbursements, check numbers 25258 through 25382, totaling \$270,477.75. **Motion carried unanimously.**

## **HEALTH CARE REPORT**

**Committee Chair:** Commissioner Hensley stated the committee met yesterday and he deferred to Mr. Lux for a detailed year-end report.

**Program Manager:** Mr. Lux stated the program experienced a 92% loss ratio in 2015; while the self-funded medical and dental plans ended the year with a surplus of funds, December was the month with the highest expenditures. 2016 enrollment increased by 14%. There were some glitches in the prescription drug transition from Express Scripts to MaxorPlus, most of which have been resolved. Mr. Lux discussed the WFCAs' role in assisting districts with IRS reporting under the Affordable Care Act, specifically Forms 1094 and 1095.

**Investment Officer:** Mr. Ferris stated he is very pleased with bond investments, noting interest income of \$129,000 on the \$10 million invested in 2015.

## **EXECUTIVE SECRETARY'S REPORT**

**Correspondence:** Commissioner Dale Mitchell wrote requesting that the WFCAs be a sponsor of the West Region EMS Conference being held February 26-28 in Ocean Shores. Commissioner Rankin moved and it was seconded to approve a \$250 expenditure from Special Account to sponsor the 2016 West Region EMS Conference. **Motion carried unanimously.**

**Salary Survey:** It was noted that the WFCAs employee compensation study completed by Johnson HR Consulting was endorsed by the Executive Committee on January 5. Commissioner Kenny distributed a memo to the Board expressing his dissatisfaction with the study and recommending that a supplemental study be conducted. Discussion followed. Commissioner Riel moved and it was seconded to accept the Johnson HR Consulting Compensation Study as submitted. **Motion carried with Commissioner Kenny voting no.**

**Strategic Plan:** The Board discussed the Fourth Draft Strategic Plan. Commissioner Kenny suggested the addition of "Strategic Initiative 7: Get the North Bend Fire Training Academy Renovated, with the objective to obtain funding." President Ellingson responded that while the association has a valid interest in this issue, this Initiative doesn't appear to fit into the Strategic Plan because the WFCAs neither manages nor funds the Academy. It was noted that the Leadership Forum and Legislative Committee continue to work with other agencies to seek funding for the Academy.

Commissioner Kenny suggested the Strategic Plan broaden social media opportunities for members. Discussion followed regarding some of the concerns and issues that have recently surfaced as a result of public records and social media. Commissioner Riel stated the Education Committee held a class on social media a couple of years ago and it would be prudent to plan

another such program at conference. It was the consensus of the Board to seek comments from the membership regarding the Draft Strategic Plan and review input at the April Board meeting.

**Amicus Curiae Brief:** Mr. Ferris reported that Attorney Joe Quinn contacted him about a case before the State Supreme Court involving the Professional Rescuer Doctrine, asking that the WFCA join in on the brief as it supported first responders. Due to time constraints, Mr. Ferris brought the issue to the Executive Committee rather than waiting until the Board meeting; at its January 5 meeting, the committee granted permission to join the amicus brief.

**Executive Secretary Goals—2016:** Mr. Ferris handed out a document outlining his goals and objectives for the coming year. These were compiled by the Executive Committee and Mr. Ferris.

### **COMMITTEE REPORTS**

**Executive:** Commissioner Gustafson stated he had no report.

**Legislative:** Mr. Spiller reviewed bills of interest, among them HB 2148 (allowing districts to have financial audits privately performed rather than by the State Auditor) and SB 6250 (two-hatter bill). He also discussed wildfire measures.

The Board recessed at 1:55 p.m. The Board reconvened at 2:00 p.m.

**Education:** Commissioner Riel stated the Seminar for New & Experienced Commissioners, Chiefs and Secretaries, presented by Brian Snure, will take place in Spokane on February 27 and Ocean Shores on March 19. Hiring/Retaining Key Personnel will be the topic in Chelan on June 4. The committee will meet in June to discuss conference classes, so please contact Education Committee members if you have ideas for workshops.

**Leadership Forum Report:** Commissioner Mitchell encouraged commissioners to attend a program in June called Cascadia Rising. Work continues to secure funding for the Training Academy. Brigitte Smith (Board for Volunteer Firefighters) is looking into changes for the firefighter death benefit (currently \$214,000 for union, \$190,000 for paid and \$150,000 for volunteer personnel), as there are concerns surrounding this issue. DNR will be holding wildfire training programs this Spring.

**E-911 Advisory:** Commissioner Wilson discussed funding issues that have occurred in some counties as a result of implementing New Generation 911, noting funds that were “raided” last year by the state may be included in the supplemental budget this year. She also discussed forthcoming PSAs that encourage texting 911 ONLY if dialing 911 is not possible. Commissioner Wilson stated the WFCA’s committee alternate resigned and suggested the Board appoint a successor.

**Firefighter Technical Review:** Commissioner Ellingson reported that at the meeting before last, the committee reviewed a report about a fire department that was completely shut down by the Department of Labor and Industries for multiple violations of the 296-305 Standards. It appears the fire department is “coming around.”

## **JAMES R. LARSON FORUM BUILDING REPORT**

Mr. Ferris noted the building account ended the year with \$31,000. All suites are leased and all tenants are paying their rent on time. The building needs a new roof and the projected cost is \$40-\$50,000; replacing the common area carpet is a priority on the maintenance schedule.

## **UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

**2016 Committee & Other Appointments:** President Ellingson announced his appointments, as follows:

**BUDGET:** Chair Brad Lothspeich (Clark 6), members TBA

**BYLAWS & RESOLUTIONS:** Larry Kibbee (Skagit 13), Tom McGarry (Spokane 9), Jonathan Sprouffske (Southeast Thurston Fire Authority), Dick West (Central Kitsap Fire & Rescue)

**CONFERENCE STEERING:** Yakima County (Chair TBA)

**EDUCATION:** Chair Les Riel (Yakima 4), Richard Bergstrom (Stevens 5), Lee Boling (Spokane 8), Mike Creighton (Mason 3), Ed Egan (East Pierce Fire & Rescue), Milt Harper (South Bay Fire Department), Ron Helmonds (Port Ludlow Fire & Rescue), Robert Muhleman (Central Kitsap Fire & Rescue), Roy Waugh (Snohomish 7)

**ENHANCED 911:** Judy Wilson (Lacey Fire District 3)

**EXECUTIVE:** Chair Gerry Gustafson (Graham Fire & Rescue), Dave Ellingson (Poulsbo Fire Department), Brad Lothspeich (Clark 6)

**FIRE SERVICE LEADERSHIP FORUM:** Chair Dale Mitchell (East Pierce Fire & Rescue), Jack Hensley (Spokane 4)

**FIREFIGHTER TECHNICAL REVIEW (L & I):** Dave Ellingson (Poulsbo Fire Department), Richard Small (Thurston 8)

**HEALTH CARE:** Chair Jack Hensley (Spokane 4), Gene Carmody (Port Ludlow Fire & Rescue), Ken Eakin (Yakima 12), Jim Farrell (Mountain View Fire & Rescue), Brad Langdell (Walla Walla 5)

**LEGISLATIVE:** Chair & Region 7 Rep. Dale Mitchell (East Pierce Fire & Rescue), Region 1 Rep. Jack Hensley (Spokane 4), Region 2 Rep. Todd Blackman (Franklin 3), Region 3 Rep. Mike Moore (Grant 10), Region 4 Rep. Vacant, Region 5 Rep. Richard Schrock (Snohomish 1), Region 6 Rep. Ronnie Little (King 40), Region 8 Rep. Richard Johnson (Clark 10), Region 9 Rep. Gerald Preuss (South Kitsap Fire & Rescue)

**NOMINATING:** Chair Jim Farrell (Mountain View Fire & Rescue), Members TBA

**PARLIAMENTARIAN:** Brian Snure

**SERGEANT AT ARMS:** Jerry Bragg

**NAEFO Appointment:** When asked if he would like to serve as the WFCAs Representative to NAEFO, Commissioner Farrell suggested the Board appoint someone who is a member of the organization and more familiar with the group.

**Formal Philosophy of Pay Policy:** Commissioner Hensley moved and it was seconded to adopt the formal pay policy for WFCAs employees as presented by Mr. Ferris. Commissioner Kenny distributed his suggested edits to the proposed policy and moved to amend the motion to incorporate his changes. Motion to amend died for lack of second. **Original motion to adopt the policy as presented carried with Commissioner Kenny voting no.**

**Possible Executive Session:** Commissioner Kenny requested an Executive Session to discuss the Executive Secretary's performance evaluation with the Board and Mr. Ferris. President Ellingson responded that Board members' input was incorporated into the performance evaluation which was compiled by the Vice President and reviewed with Mr. Ferris by the Executive Committee on January 5. Commissioner Kenny stated he believed it is important to discuss this to determine where we've been and where we're going. Commissioner Riel asked if the 2016 goals and objectives that were distributed earlier in the meeting were a result of the Executive Committee's review process with Mr. Ferris; President Ellingson responded in the affirmative. Mr. Ferris produced a copy of his evaluation and President Ellingson asked for a show of hands as to who wanted a copy; two Board members raised their hands.

### **REGIONAL DIRECTORS' REPORTS**

Regional directors reported on activities within their respective regions.

### **GOOD OF THE ORDER**

President Ellingson reported on a meeting he, Mr. Ferris and Wayne Senter had with Department of Labor & Industries' officials about containing the rising cost of workers' compensation rates. It was a constructive meeting and he is hopeful for an outcome that will be beneficial for both L&I and employers.

Commissioner Langdell received very positive comments about the Tulalip conference including, "Why don't we have it there every year?" Mr. Ferris responded that he signed the 2019 Tulalip contract and is working on a possible 2021 contract as well.

Commissioner Langdell asked if there are intern opportunities at the WFCA, perhaps for an individual to assist staff with the workload at conference time. Mr. Ferris responded that internships are certainly a possibility that can be researched.

Mr. Ferris announced he will attend DNR's Legislative Day next Monday during which discussion will be held with prominent legislators on the Department's \$24 million supplemental appropriation, which includes \$6 million to reactivate the Local Fire District Assistance Grant Program.

### **ADJOURN**

There being no further business, Commissioner Hensley moved and it was seconded to adjourn the meeting at 2:52 p.m. **Motion carried.**