



WFCA BOARD MEETING MINUTES

The Board of the Washington Fire Commissioners Association held a regular meeting on Wednesday, October 21, 2015, at the Tulalip Resort in Marysville, Washington.

PRESENT

Members: President Jim Farrell, Vice President Dave Fergus, Secretary-Treasurer Dave Ellingson, 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 6 Director Chris Elwell, Region 7 Director Gene Dobry, Region 8 Director Brad Lothspeich and Region 9 Director Gene Carmody.

Guests: Jerry Bragg (Sergeant-at-Arms), Krystal Hinkle (Idaho State Fire Commissioners Association), Larry Kibbee (Skagit 13), Steve Lich (Camano Island Fire & Rescue), Dale Mitchell (East Pierce Fire & Rescue), Candy McCullough (Vashon Island Fire & Rescue), Gerald Preuss (South Kitsap Fire & Rescue), Ralph Rogers (Central Kitsap Fire & Rescue), Bob Skaggs (Graham Fire & Rescue) and Ryan Spiller (Capitol Connection).

Staff: Roger Ferris, Jim Lux and Nora Eylenfeldt.

CALL TO ORDER

President Farrell called the meeting to order at 9:00 a.m. and led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Commissioner Riel moved and it was seconded to approve the July 18, 2015 Board meeting minutes as submitted. **Motion carried unanimously.**

TREASURER'S REPORT

Finances: Commissioner Ellingson reviewed the third quarter operating statement and financial reports, noting the association is in excellent financial condition.

Payment Approval: Commissioner Fergus moved and it was seconded to approve the WFCA's July-September 2015 disbursements, check numbers 25167 through 25257, totaling \$147,588.08. **Motion carried unanimously.**

HEALTH CARE REPORT

Committee Chair: Commissioner Hensley stated the committee met yesterday and has several recommendations for the Board, which will be outlined by the Health Care Manager.

Program Manager: Mr. Lux distributed a document showing proposed 2016 contract increases by health care vendors, noting these were approved by the Health Care Committee: QBE (stop loss

carrier), 3.15% increase; Trusteed Plans Services Corporation (third party administrator), 3.11% increase; Network/Claims Management Fee, 1.48% increase; Administrative Services, 0% increase. Commissioner Hensley moved and it was seconded to approve these contracts for 2016. **Motion carried unanimously.**

Mr. Lux reported the program is doing well, with finances at \$1.5 million under budget as of September 30. There are two large claims that have triggered the stop loss reimbursement and although they are not expected to affect rates, there will be no premium holiday in 2016. The state is currently performing its annual audit of 2014. Mr. Lux is working with the Washington Fire Chiefs and Washington State Fire Fighters Association to market the volunteer health care program.

Investment Officer: Commissioner Hensley moved and it was seconded to renew the 2016 contract with Parker, Smith & Feek (broker/consultant) at a 2.5% increase. **Motion carried unanimously.** Mr. Ferris stated two bonds were called within a week, one of which was a four-year bond that had been held for only two months yielding more than \$11,000 in interest.

EXECUTIVE SECRETARY'S REPORT

Correspondence: Judy Wilson contacted Mr. Ferris to say the E911 Committee's September meeting was cancelled, so there was nothing to report. Mr. Ferris noted there will be an opportunity at conference to learn more about next generation E911 by attending Friday's class.

Conference Report: Mr. Ferris reported that there are well over 400 people pre-registered for conference, which is a 20%-plus increase over last year.

2019 Conference: Commissioner Riel moved and it was seconded to authorize Mr. Ferris to negotiate a contract with the Tulalip Resort for the 2019 WFCA annual conference. **Motion carried unanimously.**

Mr. Ferris stated the new vendor exhibit tables raised over \$2,000 for this year's conference and helped improve our relationship with suppliers; the Eye to Eye Expo will include 20 government and other agency representatives. Mr. Ferris noted that new venues always present challenges and he thanked his staff for the extra work they have put into the conference. President Farrell also thanked staff, who received a round of applause.

COMMITTEE REPORTS

Executive: Commissioner Fergus stated the Executive Secretary performance evaluation form has been provided to the Board and the electronic version will be emailed after conference. He urged Board members to complete the evaluations, as the Executive Committee will meet soon to review comments and prepare its report for the January Board meeting. Commissioner Kenny suggested holding an executive session in January so Board members have an opportunity to discuss the evaluation report among themselves and with Mr. Ferris. Commissioner Fergus stated in the past, the Executive Committee has met with Mr. Ferris to discuss his performance and goals with a final report being provided to the Board, although this method could certainly be changed. Commissioner Kenny stated he was not suggesting a change in the process, but rather, adding the opportunity for the Board to have an in-depth discussion with one another and with Mr. Ferris. Commissioner Riel stated the Board should be transparent in its evaluation and discussions should be in an open meeting; he believes the current evaluation process works well.

Salary Study: Mr. Ferris stated the company he initially wanted to do the WFCAs staff salary survey was unavailable, so he has hired Johnson HR Consulting from Seattle. The survey is expected to be completed before year's end and the results will be made available to the Board.

Education: Commissioner Riel announced the committee will meet in a few weeks to determine subject matter for the 2016 Chelan Seminar; the New Commissioner Seminar will be the topic in Ocean Shores and an Eastern Washington location.

Legislative: Mr. Spiller reported on issues that are being considered for the 2016 legislative session, among them: "two hats" legislation (allowing paid firefighters to volunteer in another district/RFA), changing the date of per diem compensation increases to January 1, modifying annexation statute so only cities vote when annexing into a district/RFA, allowing private CPAs to audit districts/RFAs, exempting districts/RFAs on voting rights act of Washington, protecting district/RFA levy authority and continuing to seek Fire Training Academy funding. The committee will meet in November.

Leadership Forum: President Farrell noted the Forum continues to work on Fire Training Academy funding. Commissioner Hensley stated the Board was supposed to take action on the draft protocols; Mr. Ferris responded that he has not received the revised copy. President Farrell suggested Dale Mitchell be asked to comment about this when he arrives.

Firefighter Technical Review: Commissioner Ellingson reported that the committee had a couple of reviews last quarter, but issued no findings. He read the Department of Labor & Industries summary that was prepared as a result of the Twisp wildland fire in which three firefighters died; the Department concluded that everything was done that could have been done.

The Board recessed at 10:00 a.m. and reconvened at 10:13 a.m.

NAEFO REPORT

Commissioner Skaggs gave an update on NAEFO, referring to his written report. The annual convention was held last month in Las Vegas where Candy McCullough was elected President. Commissioner Skaggs noted that when President Farrell's term is up on the WFCAs Board December 31, he will officially become the WFCAs representative to NAEFO.

JAMES R. LARSON FORUM BUILDING REPORT

Third quarter finances were reviewed and look good. The security system has been installed and is operational. The Board for Volunteer Firefighters' five-year lease renewal has been completed, commencing in August of 2016.

UNFINISHED BUSINESS

Region Boundary Review: Commissioner Carmody stated that he will report at the business meeting that no proposed revisions to the region boundaries were submitted to him. Ralph Rogers suggested the WFCAs align its regions with those of the Washington Fire Chiefs.

Leadership Forum: Commissioner Mitchell stated the Forum met in September to discuss legislation. Work continues to secure funding for the Fire Training Academy. It was noted that the draft protocols are expected to be finalized at the Forum's upcoming meeting; Mr. Ferris will get a copy for the Board's consideration in January.

NEW BUSINESS

2016 Saturday Seminar Series: Commissioner Riel moved and it was seconded to authorize the Education Committee to set the 2016 Saturday Seminar Series workshop topics for Chelan. **Motion carried unanimously.**

2016 Board Meeting Schedule: Commissioner Riel moved and it was seconded to hold regular 2016 WFCA Board meetings on Wednesday, January 27, Saturday, April 16, Saturday, July 9 and Wednesday, October 26. **Motion carried unanimously.** The October meeting will take place at the Yakima Convention Center, beginning at 9:00 a.m.; all other meetings will take place at the association office in Olympia beginning at 12:30 p.m. (preceded by a noon lunch).

CAPITOL CONNECTION (LOBBYIST) CONTRACT RENEWAL

Based on Mr. Ferris's recommendation, Commissioner Riel moved and it was seconded to renew Capitol Connection's contract for one year (January 1-December 31, 2016) in the amount of \$72,000. **Motion carried unanimously.**

ADOPTION OF 2016 WFCA BUDGET

Commissioner Ellingson reviewed the proposed 2016 budget, noting the overall increase is 3.5% due to the rising cost of professional services (state audit, lobbyist contract) and a recommended 2.5% CPI in the salary line item. Commissioner Kenny questioned the proposed CPI figure, noting his research showed Olympia CPI at 1.3%. Mr. Ferris stated the association has historically used the Bureau of Labor Statistics' Seattle/Tacoma/Bremerton CPI, which includes Thurston County in its market area, noting the 2.5% figure was derived from two statistics factoring in the volatility of energy. Commissioner Ellingson moved and it was seconded to approve the proposed 2016 budget in the amount of \$557,900. Commissioner Kenny opposed the motion because the salary survey has not yet been conducted, in spite of the fact that the Board passed a motion last April to do so. Mr. Ferris responded that the Board directed that the survey be done by the end of 2015 and that will happen. **Motion carried, with Commissioner Kenny voting no.**

REGIONAL DIRECTORS' REPORTS

Regional directors reported on activities within their respective regions.

GOOD OF THE ORDER

Mr. Ferris presented Commissioners Farrell, Fergus and Dobry with gift baskets and challenge coins engraved with years of Board service as tokens of appreciation for their service to the WFCA.

ADJOURN

There being no further business, Commissioner Hensley moved and it was seconded to adjourn the meeting at 11:20 a.m. **Motion carried unanimously.**