

REGULAR MEETING AGENDA

Regular Meeting Agenda

San Juan County Fire Protection District #2

Board of Fire Commissioners

Monday – December 18th, 2023, 3:00 p.m.

In-person: 45 Lavender Lane, Eastsound, WA

By phone via ZOOM: 253-215-8782 / Meeting ID: 871 1174 1621/ Passcode: 348573

Online: <https://us02web.zoom.us/j/87111741621?pwd=NmE2Tk9oeXJVQjllTVByaE5Yc1dqUT09>

Call to Order & Welcome

Additions or Modifications to the Agenda

Commissioner Announcements

Executive Session - RCW 43.30.110(1)(i) *To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency (approximately 30 minutes).*

Public Comment

Monthly Business

1. Consent Agenda

- a. Previous Regular Meeting Minutes – 11/20/2023 (Commissioner Stameisen Absent)

https://drive.google.com/file/d/1bZTjxETc0-DIUuX1eSyU-MO_eutiM3e4/view?usp=drive_link

Attached Letter:

https://drive.google.com/file/d/1uLf1tWuM5MPnjEAquo16eADKHQfRkOIY/view?usp=drive_link

- b. Monthly A/P and Payroll

- i. 11/20/2023 AP \$31,849.28

https://drive.google.com/file/d/1aunYhSQ7asCAxOtdM54dZn7LjBm8dl07/view?usp=drive_link

- ii. 11/30/2023 CBA Back Pay Special Payroll \$28,501.10

https://drive.google.com/file/d/16VEz2fihUi5fLallCp9BEsqUym-57sxq/view?usp=drive_link

REGULAR MEETING AGENDA

- iii. 12/05/2023 AP \$28,056.57
https://drive.google.com/file/d/154mcC99yIE71r_i6fVtJgSo8CPVbC6xz/view?usp=drive_link
- iv. 12/07/2023 Payroll \$172122.11
https://drive.google.com/file/d/1Es1vY3RFYRhWTxaulG7UsO_gv3wWZTCX/view?usp=drive_link
- 2. Previous Special Meeting Minutes – 11/29/2023
https://drive.google.com/file/d/1XlqYTiSl4zZby4TT72Z7KlGrJEsZxJD9/view?usp=drive_link
- 3. Previous Special Meeting Minutes – 12/05/2023
https://drive.google.com/file/d/1VV_4KqK7QBjA0z8u6fQav-ITufsQ_reh/view?usp=drive_link
- 4. Previous Special Meeting Minutes – 12/12/2023
<https://drive.google.com/file/d/1zSc2z3wOXxHCng9RFYLSvCVqUaq8eOus/view?usp=sharing>
- 5. Financial Reports – November 2023 – Audra McLain
https://drive.google.com/file/d/1VoqLaGbw8iDbfVeaQyAR15q-9gNx15-C/view?usp=drive_link
Cash Flow:
https://drive.google.com/file/d/1eO7_PO4VKi6PBwrgLbs4DRpiATXys8g/view?usp=drive_link
Budget Position:
https://drive.google.com/file/d/1iuMiAismryh6ttlrM8fPxFH-neBh8Vgd/view?usp=drive_link
Collection Statistics:
https://drive.google.com/file/d/1xhbtOgV_mi5kNtx5hPOV2p1rfCgJG-qS/view?usp=drive_link
- 6. Chief's Report – December 2023 – Chief vanSchaick
https://drive.google.com/file/d/1sbj_OGYqHIGoyPAfZF2xBccOakbrWLdc/view?usp=drive_link

Old Business

- 1. Discuss budget concerns for 2024, impact on staffing, and potential 2024 budget amendment.
- 2. Resolution 2023-14 Appointing An Agent For The Receipt Of Claims.
https://drive.google.com/file/d/155Ri6kEqDPWGHwEpZvGR5f7CKlliwAm/view?usp=drive_link
- 3. Review of software options for boards to share documents and process public records requests by administrative staff.
- 4. Public Records Request report by the PRO, Kathryn Barnard.
- 5. Follow-up on the Commissioners Manual and By-Laws.

REGULAR MEETING AGENDA

6. Discuss the purchase of laptop computers and cell phones for all commissioners with possible action.
7. Follow up on the request for review of insurance policies, which were provided to the commissioners.
8. Follow up on the request for an onboarding session with the WFCA to be scheduled.
 - a. Live session webinar
 - b. Individual webinars
9. Follow up on the request for a list of the contracts signed by the previous board since January 2022.
10. Review the draft policies provided by Commissioner Hansen.
11. Resolution 2023-15 Adding a Regular Schedule Meeting.
https://drive.google.com/file/d/1oeskZz9p_2fhPyLMVOveRRJ2DV7N8vM2/view?usp=drive_link

New Business

1. Resolutions concerning the Local Loan Program for a new ambulance to be discussed and approved to be submitted before January 10, 2023.
https://drive.google.com/drive/folders/1KuraleMaZg8Iz6jIkr1gahYmuep8kDeJ?usp=drive_link

Committee Reports

1. Finance Committee – Commissioners Biddick
2. Policy Committee – Commissioner Fuller and Chief vanSchaick
3. Union Negotiation Committee – Commissioner Fuller and Chief vanSchaick
4. Community Outreach Committee – None

Announcements

The next Regular Public Meeting is scheduled for the first Monday of the month, which is a holiday, so it is automatically moved to Tuesday, January 2nd, 2023, at 3:00 p.m.

The following Regular Public Meeting is scheduled for the third Monday of the month, which also is a holiday, so it is automatically moved to Tuesday, January 15th, 2023, at 3:00 p.m.

Adjournment