

Pend Oreille County Fire Protection District No. 2  
Minutes of the Regular Meeting of the  
Board of Commissioners on February 23, 2009

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Meeting called to order by Acting Chair Dick Norton at 10:00 at the Administrative Office. Present were: Commissioners Durand and Norton, Chief Pollock, Deputy Chief Doughty, Administrative Assistant Rumelhart and Jody Rogers.

**Approval of Agenda:**

- **Commissioner Durand moved to approve the agenda as sent. Commissioner Norton seconded the motion. The motion passed 2-0.**

**Guests or Public Appearances:**

- None.

**Payment of Bills:**

- The outstanding bills were reviewed and discussed. **Commissioner Durand moved that the following vouchers be approved for payment:**
  - General Fund (646-002-010)  
Voucher numbers: GF09-041 through GF09-046, totaling \$2,139.98.
  - Rescue Fund (646-002-020)  
Voucher numbers: RF09-060 through RF09-062 totaling \$2,930.77.**Commissioner Norton seconded the motion. The motion passed 2-0.**

**Correspondence:**

- None.

**Reports:**

- Administrative Assistant
  - Current balances were given.
- Commissioner Stone (given by Commissioner Norton)
  - Reader board – Still being worked on.
- Commissioner Durand
  - Nothing to report.
- Commissioner Norton
  - A discussion was held on Fire District email. All email related to Fire District business must be retained in a separate folder for six years.
- Chief Report
  - Will be attending a table top cross border exercise in Bellingham this week. The Department of Health will cover the cost of the trip.
  - Will be starting to apply for the next FEMA grant for a pumper/tanker.
  - Will be attending a presentation on FEMA grants.
  - An update was given on the air pack grant. Going to call for bids in mid to late March.
  - Shared information from Snure seminar on employment issues in regards to volunteers.
  - Discussed upcoming Commissioner meeting with the Forest Service about protection of Forest Service structures.
  - M23 will be going to Braun in Chehalis to have an inverter installed.
  - E24 passed pump test, but probably will not pass in the future because the pump is wearing out.
  - Going to move the suburban to St 24 to be used for transporting responders to calls.
- Deputy Chief of Operations Doughty
  - Going to teach a First Responded class on Tuesdays and Wednesdays 7:00 to 3:30 from March 17<sup>th</sup> to end of April.
  - Going to renew the Fire Programs software and use it for EMS run reports.

- A discussion was held on ways to get the EMS responders to completely fill out Medical Incident Reports. Deputy Chief Doughty will bring some recommendations to the next meeting.
- Planning to attend Fire Officer 2 training in December.

**Old Business:**

- Policy Manual – The updated policy manual will be ready for review the first meeting in April with approval tentatively scheduled for the first meeting in June.

**New Business:**

- None.

The meeting was adjourned at 11:20. The next regular meeting will be at 10:00 AM on Monday March 9th at the Administrative Office at Station 23.

/s/ John Rumelhart, Clerk of the Board