

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3
Port Ludlow Fire & Rescue

Board of Fire Commissioners
SPECIAL MEETING AGENDA
February 17, 2009

Call to Order

Chairman Robert Pontius

Flag Salute

Approval of the Agenda

Business before the Board

- A. Review, discuss and take possible action on the Assistant Fire Chief Employment Agreement between Jefferson County Fire District No. 3 and Rand-Scott Coggan
- B. PLFR Master Plan Presentation by ESCi

Adjournment

***An Executive Session may be called at anytime that the Board of Fire Commissioners deem it appropriate under RCW 42.30.110**

JEFFERSON COUNTY FIRE DISTRICT NO. 3

PORT LUDLOW FIRE & RESCUE

BOARD OF COMMISSIONERS

SPECIAL MEETING MINUTES

February 17, 2009

CALL TO ORDER:

Board Chair Commissioner Robert Pontius called the Special Meeting of February 17, 2009 Board of Commissioners for Port Ludlow Fire and Rescue, to order at 5:00 P.M. at Station 31 located at 7650 Oak Bay Road, Port Ludlow, Washington.

Commissioners present were Commissioner Robert Pontius, Commissioner Mike Porter, Commissioner Bill Hansen, Commissioner Dave Wheeler and Commissioner Gene Carmody. Administrative Staff present were Fire Chief Ed Wilkerson and Administrative Assistant Tanya Arey.

CALL FOR THE FLAG SALUTE:

Pontius led the assembly in the Pledge of Allegiance to the Flag of the United States of America.

CALL FOR APPROVAL OF THE AGENDA

Pontius called for approval of the agenda. **Motion:** Wheeler moved to approve the agenda as written. Hansen seconded. Motion carried.

Review, Discuss and take possible action on the Assistant Fire Chief Employment Agreement between Jefferson County Fire District No. 3 and Rand-Scott Coggan

Pontius asked that the Chief review the contract with the Board. Wilkerson briefly reviewed the document and noted that as the Board had been given draft copies of the employment agreement, he would be happy to discuss any questions that Board members might have.

Porter asked what services Mr. Coggan would provide that would warrant the District paying his Bar Association Dues. Wilkerson stated that with his background as an attorney and a former fire chief, Mr. Coggan would bring a legal perspective that would facilitate the review and creation of district policies and possibly save the district money by not having to contact our Attorney with concerns that Mr. Coggan could address. Hansen noted that we often turn to legal advice when faced with certain situations and in fact Mr. Coggan's experience may cut back on the amount of money we spend in Attorney's fees. Wilkerson stated that he wanted to make it clear that the district was not hiring an attorney, but an Assistant Chief who would be able to provide a better perspective on legal matters, but not necessarily legal advice. The district would, in situations that required legal advice, still utilize legal specialists as is our current practice. **Motion:** Wheeler moved to accept the employment agreement and employment addendum as written. Carmody seconded. Discussion: Carmody asked if the Assistant Chief would receive evaluations on an annual basis. Wilkerson replied that he would. Motion carried unanimously.

CALL FOR RECESS:

Pontius called for 30 minute recess at 5:25 P.M.

CALL BACK TO ORDER:

Pontius called the meeting back to order at 5:55 P.M.

ESCI Master Plan Presentation:

Bruce Caldwell and Martin Goughner of ESCi presented the completed Master Plan document and conducted a PowerPoint overview of the plan.

CALL FOR RECESS:

Pontius called for a 5 minute recess at 6:57 P.M.

CALL BACK TO ORDER:

Pontius called the meeting back to order at 7:05 P.M.

ESCI Master Plan Presentation

Caldwell and Goughner continued their presentation and took questions and comments from the Board.

At the conclusion of the discussion, it was noted that the presentation would be done again the following morning for interested employees and members of the department.

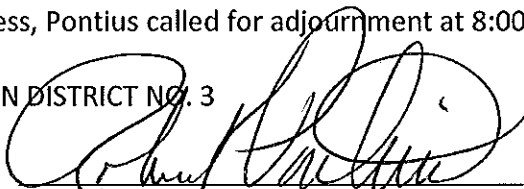
ADJOURNMENT

There being no further business, Pontius called for adjournment at 8:00 P.M.

JEFFERSON COUNTY FIRE PROTECTION DISTRICT NO. 3

SIGNED:

BY:



Commissioner Robert Pontius, Chairman

BY:



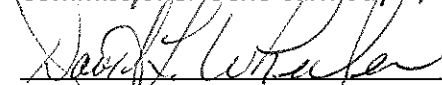
Commissioner William Hansen, Vice Chairman

BY:



Commissioner Gene Carmody

BY:



Commissioner David Wheeler

BY:

Commissioner Mike Porter

Minutes Taken and Prepared by:



Tanya Arey, Administrative Assistant

ATTEST:

By: 

William Hansen, Commissioner, District Secretary