BRIGETTE K SMITH
Executive Secretary

JAY HUGHES
Board Chair

STATE OF WASHINGTON
BOARD FOR VOLUNTEER FIREFIGHTERS & RESERVE OFFICERS
PO Box 114 •Olympia, WA 98507 •(360) 753-7318 • FAX (360) 586-1987 • Toll Free (877) 753-7318
Website: www.bvff.wa.gov

July 8, 2016

The 246th regular meeting of the Board for Volunteer Firefighters and Reserve Officers was convened at 9:00 A.M. in the Conference Room at Thurston Co. FPD #8's headquarters' station at 3506 Shincke Rd NE, Olympia, WA 98506, by Chair Jay Hughes, with Board Member Mark Watenpaugh, Board Member Martin Spani, Board Member Brian VanCamp, Board Member Miland Walling, Secretary Tamara Donovan (Mason Co. FPD #13), Executive Secretary Brigette Smith, and Assistant Attorney General Kathryn Wyatt present.

The Board reviewed the April 15, 2016 Meeting Minutes. It was moved by VanCamp, seconded by Watenpaugh, and carried that the minutes be approved.

FIRST HEARING OF THE PUBLIC

No public wished to speak.

OLD BUSINESS

AAG Wyatt informed the Board that she is still researching advice regarding the coverage of firefighters who are injured while performing illegal activities.

Secretary Smith and AAG Wyatt presented the most recent draft of the Appeals WAC to the board. After reviewing the draft, it was moved by Spani, seconded by Walling, and carried that the presented draft be adopted as the final version. Secretary Smith told the Board that she had spoken with Executive Secretary Roger Ferris from the Washington Fire Commissioners Association and he agreed to let the Board us a meeting room during the annual Fire Commissioners Conference in Yakima. He has set aside a room on October 27th, for a set up time of 5:30 pm, and a meeting time of 6:00 pm. The Board directed Secretary Smith to check with Secretary Ferris and see if they could add some information into their attendee's packets to encourage them to attend the hearing. Secretary Smith will handle all of the WAC CR filings.

Secretary Smith talked to the Board about the current Access Database. Based on previous discussions with the Board, she contacted WaTech to begin the process to state development of a new database system. She competed all of the required paperwork, and met with OFM and WaTech, as required. She obtained approval to move ahead with the project. As presented to them, the project will be broken up into two phases. The first phase will involve hiring a project manager to help the agency really spec the current system and draw up system requirements for the new system. This will be a very in depth study to help set the development up for success. The second phase will be the actual system development, testing, and release. The first step will be contracting with Technology Solutions Group (a state government organization), to study the current system and our future needs, and help develop an estimated cost for Phase 1. This step needs to be completed so Secretary Smith can write a decision package for the 17-19 Biennial Budget. TSG estimates the cost for this stop to be approximately $4,000. It was moved by Watenpaugh, seconded by Spani, and carried, that Secretary Smith be authorized to enter into a contract with TSG for an amount not to exceed $4,000 to help develop an estimate for Phase 1.

NEW BUSINESS

The Board reviewed a request for a Permanent Partial Disability Award for Sharon Brun, Lewis Co. FPD #9, for an injury sustained on January 20, 2013. After discussion, it was moved by VanCamp, seconded by

Watenpaugh, and carried that the Board approve a PPD amount of $2,056.83 for a 2% impairment of the lower extremity.

Secretary Smith informed the Board that she had been working closely with Legislative Chair TJ Nedrow and Lobbyist Tamara Warnke from the Washington State Firefighter's Associations on benefit enhancements. The Board previously conducted a survey asking chiefs, sheriffs, firefighters, EMT's, Reserve Officers, secretaries, and commissioners to rank different benefit enhancement ideas and the amounts that they would be willing to pay for the different benefits. Chair Nedrow and Ms. Warnke asked if the Board would be willing to conduct another survey, since the results from the previous one are well over five years old. It was moved by VanCamp, seconded by Spani, and carried, that the agency subscribe to Survey Monkey and conduct an update survey of the constituents regarding benefit enhancements.

The Board discussed rescheduling the administrative hearing in the matter of Bodie Kjolseth, (Ferry/Okanogan Co. FPD #14). It was agreed to try to reschedule it for October 13th. Secretary Smith said that she would send out that date, along with a couple of other possible dates, and poll everyone to make sure it would work. When a date was finalized, she would issue new hearing notices.

The Board reviewed Don Bartley's (Vashon Island Fire & Rescue) Pension Participation Requirement Exemption request. It was moved by Spani, seconded by Walling, and carried that Firefighter Bartley be granted up to a 12 week exemption.

The Board recessed at 8:40 am for a ten minute break.

Upon return, the Board went into executive session for approximately 15 minutes to discusser personnel matters, including the Executive Secretary's annual evaluation.

The Board returned from executive session at 10:00 am. Member Walling expressed that the Board has been very pleased with Executive Secretary Smith's performance. AAG Wyatt told the Board that Secretary Smith is the best agency director she's worked with and that she is more than competent.

The Board reviewed Secretary Smith's leave and pay records.

The Board reviewed and approved (Spani moved, Watenpaugh seconded) the administrative expenditure vouchers numbered #00993 through #01045 and various travel vouchers.

There was a motion by Spani, seconded by VanCamp, and carried that the retirement pensions and lump-sum settlements listed below be approved effective on the listed dates (Chair Hughes excused himself from voting on James Bayne and Ricky St. Amand's retirements due to the potential conflict of interest):

		Effective Date	Amount
Anderson, James O	Pend Oreille #4	1/1/2016	300.00
Bayne, James H	Spokane #4	3/2/2016	5776.58 Lump
Cates, George	North Mason FA	3/18/2015	4090.89 Lump
Coffman, Clara L	Lincoln #7	3/1/2016	300.00
Combs, Gerald L	Skamania #3	3/16/2016 J/S	237.30
Cowling, Joanne M	Mason #4	5/14/2016	142.50 @age 62
Cyre, Hector J	San Juan #3	8/1/2014	66.50
Cyre, Janice M	San Juan #3	8/1/2014	4131.35 Lump
Doyle, Eldon W	Okanogan #11	3/14/2016	2872.82 Lump
Dunbar, Ralph M	Tumwater	4/5/2016	4090.89 Lump
Elkins, Mary P	Klickitat #4	3/16/2016	6217.45 Lump
Ertz, Karen	Almira	2/15/2016	300.00
Foster, Robert	Thurston #7	3/9/2016	3850.25 Lump

Frederickson, Richard	Mason #1	5/25/2016	300.00
Fredrickson, Kevin	Grays Harbor #5	2/28/2016	2567.40 Lump
Gibson, Steven T	Pend Oreille #4	1/1/2016 J/S	248.70
Gordon, John O	Chelan F&R	5/9/2016	84.00
Harris, Alan	Columbia #1	5/21/2016	300.00
Hays, Thomas W	Adams #7	10/25/2015 J/S	238.80
Heimer, Michael G	Snohomish #18	6/6/2016	84.00
Henchell, Frederick G	Klickitat #14	12/31/2015	2486.70 Lump
Hennigan, Charles L	Thurston #12	5/2/2016	157.50 @age 63
Hobbs, Jerry	Morton	4/1/2016	202.50
Jackson, Gary L	Selah	6/1/2016 J/S	242.10
Krunnies, Donna	Okanogan #7	5/12/2016 J/S	177.54
LaBrant, Jeffery G	Yakima #4	9/22/2015	3197.55 Lump
Langdell, Bradley	Walla Walla #5	5/30/2016	300.00
Locke, Margo	Ferry/Okanogan #14	5/1/2016	300.00
Mancke, Charles	Ephrata	5/26/2016	300.00
Miner, Lynn	Stevens #4	5/21/2016	3790.09 Lump
Murphy, Mike J	Whatcom #7	6/21/2016	300.00
Nelson, Peter M	Snohomish #16	10/29/2015	242.10
Palmer, Robert M	Roslyn	6/16/2016	300.00
Patterson, Scott	Chelan #1	4/4/2016	193.20 @age 64
Small, Michael Z	Chelan #8	3/29/2016	230.00
Smith, Christopher	Franklin #4	4/4/2016	3156.41 Lump
Snow, Terry	Grant #13	3/12/2016	6144.64 Lump
St. Amand, Ricky W	Spokane #4	5/1/2016	300.00
Stevenson, Dale	Adams #2	5/1/2016	228.00 @age 62
Swim, Susan K	Colville	5/1/2016	84.00
Taketa, Glenn C	Bellingham PD	12/21/2015	80.50
Thomas, George H	Yakima #14	10/29/2010	3850.25 Lump
Thompson, Douglas	Skagit #11	2/29/2016	4131.35 Lump
Uilenberg, Deborah A	Skamania #6	4/15/2016	2887.69 Lump
Wicklund, Joseph B	Skagit #7	4/1/2016	3906.96 Lump

GOOD OF THE ORDER

Secretary Smith shared that Chair Hughes was recently married and shares a few pictures from the wedding with the members. The members congratulated him on his marriage.

Chair Hughes asked for a moment of silence for the fallen Dallas Police Officers.

SECOND HEARING OF THE PUBLIC

No public was present.

There was a motion by Watenpaugh, seconded by Spani, and carried that the meeting be adjourned at 10:10 am.

Brigette K. Smith, Executive Secretary