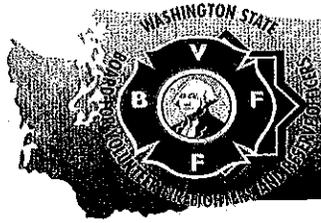


BRIGETTE K. SMITH  
Executive Secretary



KEN BOAD  
Board Chair

STATE OF WASHINGTON  
**BOARD FOR VOLUNTEER FIREFIGHTERS & RESERVE OFFICERS**  
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July 15, 2011

The 228<sup>th</sup> regular meeting of the Board for Volunteer Firefighters and Reserve Officers was convened at 9:00 A.M. in Suite #207 in the James R. Larson Forum Building by Chair Ken Boad, with Board Member Jay Hughes, Board Member Miland Walling, Board Member Martin Spani, Assistant Attorney General Kyle Crews, Actuarial Analyst Lisa Wan, Actuarial Analyst Michael Harbour, Tamara Donovan (Mason Co. FPD #13), TJ Nedrow (Washington State Firefighter's Association), Tammie Warnke (Washington State Firefighter's Association), Assistant Chief Darren Lacock (Klickitat Co. FPD #6), Chief Rhet Howard (Klickitat Co. FPD #6), Claims Analyst Julie Foreman, and Executive Secretary Brigette Smith present. Board Member Mark Watenpaugh was excused.

The Board reviewed the April 15, 2011 Regular Meeting Minutes. It was moved by Hughes, seconded by Walling, and carried that the minutes be approved.

Secretary Smith asked that the Board adjust the agenda to discuss New Business first and Old Business second to accommodate the various guests.

#### FIRST HEARING OF THE PUBLIC

The public present were already included in the agenda.

#### NEW BUSINESS

TJ Nedrow requested that the Board consider a joint meeting between the Firefighter's Association, the Chiefs Association, and the Commissioner's Association to discuss the current economy and its impacts on volunteer firefighter benefits. He stated that he had had some initial discussions with the other associations to try to identify ideas to improve benefits available to volunteers. Some of those ideas might include the BVFF and others may not. He felt that there could be power in numbers if everyone could come to the table and identify volunteer priorities and ways to fund them. Some ideas already thought of were catastrophic insurance, presumptive diseases, reduction of utility charges, and reduction of taxes. Secretary Smith asked if it would be okay to invite the Washington Reserve Law Enforcement Association to also participate since many of the issues that effect volunteer firefighters also effect volunteer reserve law enforcement officers, and the BVFF does cover both. TJ thought it was a good idea because the more partners involved could affect change better. The Board asked Secretary Smith to help facilitate a meeting with the groups and secure two volunteers from the Board to be involved in the process.

Before leaving the meeting, TJ asked to recognize Chair Boad for his years of service to the volunteers in Washington State. He noted that he was lucky to have a long standing friendship with Chair Boad for twenty years and, on behalf of Ken Blake, the President of the WSFFA, he thanked Chair Boad for his service. He stated that he hated to see him retire from the Board and hoped that he would continue to advocate for the volunteers and share his wisdom with the members who follow him. Tammie Warnke also expressed her thanks to Chair Boad and said that he brought many positive changes to the agency throughout his years.

Chief Rhet Howard and Assistant Chief Darren Lacock both asked to speak to the Board to ask that the Board reconsider the staff's decision to deny a claim for Jacinda Roden. The staff had denied the claim because the Board had not received written notification of the accident within the statutorily required 90 days. Chief Howard stated that AC Lacock and Firefighter Roden sat down together and tried to submit the postcard online, but it didn't appear to work, so they printed off a copy and gave it to him (Chief Howard) to mail. About a week after that, he was in his truck with AC Lacock when he noticed that he hadn't mailed it, and they mailed it together. They were not aware that they should look for a confirmation letter, but did note that they had received them before when the staff brought it to their attention. Normally,

the correspondence is sent to Commissioner Manning, so they were unaware of the procedure. When they received the bills, they thought that they had about a year to submit them, and they tried to work with Firefighter Roden to get everything completed. Chief Howard stated that his district felt it was important for department representatives to come to the meeting and try to discuss the case because there is a total of about \$15,000 worth of bills, which is 1/3<sup>rd</sup> of the department's annual budget. Chief Howard was asked by one of the Board Members if he had retained a copy of what they mailed in and they said that they had not. Board Member Spani noted that one of the bill dates was 2/14/11, but was not received by the Board until 4/19/11. He asked why the department didn't call the Board earlier. Secretary Smith pointed out that it was not unusual for local boards to take that long to process bills and send them to the Board for payment. Chief Howard said that they thought they had up to a year, and it was difficult to obtain all the necessary information from Firefighter Roden. Chief Howard asked that the Board consider paying for a portion of the bills, if possible. The department even thought of trying to hire a technology person to try to retrieve information off of a computer that crashed to try to retrieve documentation. Chair Board thanked Chief Howard and AC Lacock for taking a day off of work and traveling so far to appear in person. Chair Board informed Chief Howard and AC Lacock that the Board would have to give further consideration to the matter and may not be able to give them an answer immediately. Chief Howard and AC Lacock thanked the Board for their consideration and left the meeting.

Tamara Donovan, Mason Co. FPD #13, suggested that the Board consider starting a train the trainer program for secretaries and clerks. She thought we might be able to train a "mentor" in every county that could then work with new BVFF administrators and answer occasional questions from other departments.

Secretary Smith suggested that the Board consider creating another fee tier for departments. There could be the statutory base rate for departments that wanted to maintain management of the claims. However, perhaps departments could be given the choice to pay an additional surcharge and the Board Staff would take over the management of the claims once the initial reports were completed by the department. The Board asked Secretary Smith to begin asking departments if this is a service they would like. Perhaps a survey could be conducted to see if there is really a desire for something like this. In addition, it would be helpful to begin to research what the costs would be to maintain such a service.

Secretary Smith also stated that most of the fire service organizations produced a newsletter. She would be happy to contact those organizations and ask whether they would allow her to submit a newsletter article to each reminding departments and individuals of the 90 day reporting requirement. It has already been a frequent article in the BVFF & RO newsletter.

The Board discussed Jacinda Roden's case further. After reviewing the applicable state laws, and consultation with AAG Kyle Crews, it was moved by Hughes, seconded by Spani, and carried that the request to grant the claim for Jacinda Roden be denied on the basis that the department could not prove with a preponderance of the evidence that the accident had been reported to the Board within the statutorily required 90 days. Secretary Smith was directed to reach out to the department to help them in any other way possible.

The Board reviewed a request to grant service credit for William Leslie, Klickitat Co. FPD #1, for 1977 through 1989. After reviewing the evidence provided, it was moved by Spani, seconded by Walling, and carried that the documentation submitted was sufficient to prove service for 1977. The documentation for the years 1978 through 1989 is insufficient to prove service. Secretary Smith was directed to bill Klickitat Co. FPD #1 for the year 1977 and ask for additional documentation for 1978 through 1989. It was suggested that Firefighter Leslie try to obtain notarized witness statements for the years in question.

The Board reviewed a request for a PPD award for Kenneth Boyes, City of Raymond Fire, for an injury on October 22, 2008. It was moved by Spani, seconded by Hughes, and carried that Firefighter Boyes be granted a PPD award of \$34,851.81 upon receipt of a signed, original invoice voucher.

The Board reviewed a request for a PPD award for Jamie Wellner, Yakima Co. FPD #12, for an injury sustained on March 12, 2005. It was moved by Hughes, seconded by Walling, and carried that Firefighter Wellner be granted a PPD award of \$4,635.90.

The Board discussed a donation that was received from friends of Virginia Lee Larman, Kitsap Co. FPD #6. Ms. Larman was a firefighter for 35 years in a time when it was uncommon for women to be firefighters. When she passed away, she asked that donations be made to the Board in her memory. The Board expressed their sincere appreciation for the donation and for Firefighter Larman's sacrifices and service for her community.

The Board reviewed Pension Participation Exemptions submitted since the last meeting. It was moved by Walling, seconded by Hughes, and carried, that the following member be granted an exemption:

- Kristy Simpson, Grays Harbor Co. FPD #2 for the period of 1/1/11 through 3/11/11

The Board reviewed the following contracts and service level agreements entered into by Secretary Smith:

- Department of Information Services
- CodeSmart
- Soundex

OLD BUSINESS

Actuarial Analysts Lisa Wan and Michael Harbor met with the Board to review the results of the first Relief System Valuation. This will be the only time that the results of the relief valuation are separate from the pension valuation. In the future, they will be rolled into one report. They pointed out that, through the valuation, they learned that the actual cost to participate in the relief is \$304 per person. Since the Board currently has the Reserve Officer and EMSD fees set at \$120, the Board will need to consider how they want to handle the fees in the future. \$120 still represents the current cost to fund relief for this year only. \$304 represents the cost to cover members if pre-funding is included to ensure future benefits. Secretary Smith asked if Domestic Partners were considered in the valuation. Ms. Wan stated that they had been considered. The actuaries determined that 60.7% of the active population was married, and 7% of those were considered to be registered domestic partners. The actuaries said that they were pleased with the valuation and thought it could become a valuable tool in stabilizing the pension and planning for rising medical costs.

The Board recessed at 12:45 pm for an executive session for approximately 30 minutes to discuss potential litigation.

The Board reconvened the regular meeting at 1:05 pm.

Secretary Smith asked that the Board to elect an interim Chair in the event that the Governor appoints a new board member into Chair Board's position before the next board meeting in October. It was moved by Spani, seconded by Walling, and carried, that Jay Hughes be elected as the Board's Interim Chair.

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

The Board reviewed and approved (Walling moved, Hughes seconded) the administrative expenditure vouchers numbered (2356 through 2412) and various travel vouchers.

There was a motion by Spani, seconded by Walling, and carried that the retirement pensions and lump-sum settlements listed below be approved effective on the listed dates (Boad abstained from the vote on Vincent A. Watson and Hughes abstained from the vote on Michael W. Fox because of potential conflicts):

		<u>Effective Date</u>	<u>Amount</u>
Bayne, John	Chelan #5	6/12/09	3,520.62 Lump
Bertleson, Clifford N.	North Whldbey	8/22/09	3,960.70 Lump
Borgman, Donald L.	Island #2	4/25/11	157.50
Bowcutt, Larry R.	Klickitat #9	5/1/11	131.68
Boyer, Ronald	Franklin #1	4/1/11	163.80 @ age 63
Bradley, Marie A.	Vashon Island	3/25/11	120.00 @ age 60
Campbell, Lawrence R.	Port Townsend	4/26/11	300.00
Casey, Jim	Skagit #17	12/20/09	2,838.87 Lump
Claybo, Clyde	Skagit #10	8/30/09	2,838.87 Lump
Cooper, Jerry J.	Kitsap #4	11/20/08	73.50
Daniel, Daniel R.	McCleary	6/24/11	228.00 @ age 62
Dehon, Robert T.	Whatcom #4	4/7/11	290.00
Eidemiller, James R.	Cle Elum	5/13/11	300.00
Flaig, Linda D.	Spokane #2	4/16/11	210.00
Fox, Michael W.	Spokane #4	3/15/11	142.00 @ age 62

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Freeman, Morris W.	Lewis #8	4/1/11		195.00
Garner, James L.	Skagit #14	9/30/10		4,812.82 Lump
Glass, David F.	Whatcom #15	6/15/11		70.00
Godfrey, Arthur E.	Cowlitz #5	5/1/11		300.00
Graves, R. Brooks	Walla Walla #4	5/21/11		228.00 @ age 62
Hamon, Rodger	Thurston #6	6/2/11	J/S	50.14
Hankins, Danny R.	Shelton	7/5/09		3,300.58 Lump
Holmes, Steven C.	Thurston #2	4/20/11		3,701.09 Lump
Hubbard, Michael A.	Grays Harbor #2	4/19/11	J/S	203.36 @ age 63
Hull, Mickle R.	Kittitas Valley	1/12/11	J/S	96.82 @ age 61
Johnson, Helen A. (Maurice)	Klickitat #7	1/1/07	SURV	64.40
Johnson, John R.	Whatcom #11	8/31/09		3,520.62 Lump
Jorgensen, Arne	Chelan #9	3/17/11		3,376.40 Lump
Keeney, Joe A.	Whitman #11	5/13/11	J/S	204.48
Klug, Kenneth P.	Asotin #1	4/19/11	J/S	252.30
Knoepfle, Barb	Jefferson #5	6/21/11		3,609.61 Lump
Lehto, Richard A.	Cowlitz #2	6/14/11		112.50 @ age 60
Martin, Jr., Tom D.	Clallam #2	2/16/11		77.00
McAdow, Diana	Okanogan #6	11/25/08		5,388.69 Lump
McDole, James P.	Walla Walla #6	5/19/11		300.00
Misenar, Jim	Pierce #16	9/16/09		2,860.51 Lump
Mitchelle, Andrew G.	Skagit #8	4/11/11		300.00
Moen, John A.	Kittitas #7	10/3/10		144.90 @ age 63
Moneymaker, Maurice	Whitman #14	3/10/11	J/S	139.91
Olivarez, Jose H.	Whatcom #7	4/27/11		300.00
Osgood, Jr., Leo E.	Elma	7/22/11		276.00 @ age 64
Phy, Victoria J.	Whatcom #14	4/1/11		300.00
Pries, Rudolph L.	Lewis #3	5/7/11	J/S	245.40
Rall, Winston K.	Stevenson	2/7/11		163.80 @ age 63
Rawson, Richard E.	Okanogan	11/5/09		3,740.66 Lump
Ray, Marvin	Douglas #4	7/1/10		300.00
Richardson, Dennis E.	King #44	6/16/11		300.00
Rosbach, Joseph	Lewis #16	5/23/11		228.00 @ age 62
Rupp, John H.	Vashon Island	6/30/09		1,320.23 Lump
Sheppard, Ronald L.	Snohomish #20	8/1/09		3,300.58 Lump
Silver, Lynda	Mason #5	12/16/10		2,921.91 Lump
Smith, James L.	Lewis #6	3/8/11		204.00 @ age 61
Sprague, Daryl	Lewis #16	4/16/11		300.00
Suess, Kirk	Whitman #11	5/1/11		73.50
Sumner, Kenneth	Okanogan #3	12/1/10		100.00
Sundstrom, Greig	Pierce #9	10/24/09		3,300.58 Lump
Thayer, Linda (Bret)	Camano Island	4/24/11	SURV	51.52
Thimsen, Judi B.	Klickitat #7	5/1/11		187.50
Turnbow, Ronald	Pasco Police	4/23/11		3,701.09 Lump
Vanderbilt, George R.	Franklin #1	2/16/11	J/S	248.70
Warehime, Walter C.	Waitsburg	5/1/11	J/S	246.90
Watson, Vincent A.	Mason #2	6/27/11		3,506.29 Lump
Weitz, Judy	Walla Walla #5	1/1/11		187.50
Whitehurst, C. Jack	Kittitas Valley	6/1/11	J/S	245.40
Williams, David R.	Pacific #2	6/13/11		108.30 @ age 62
Williams, Katie	Pacific #2	5/23/11		3,506.29 Lump
Wright, Donald L.	La Conner	3/29/11		300.00
Wright, Shirley J.	Klickitat #7	5/10/09	J/S	59.58
Wright, Travis	Klickitat #7	9/7/06		70.00
Zehren, Michael J.	Jefferson #1	5/1/11	J/S	250.50

GOOD OF THE ORDER

Secretary Smith informed the Board that Claims Analyst Julie Foreman gave birth to a baby boy, Kade Asher, on June 10, 2011. He was a whopping 10 lbs, 2 oz.

Secretary Smith also introduced the Board to Barbara Wyman. Barbara is working with the BVFF as a volunteer Administrative Intern. Goodwill Industries and the BVFF work cooperatively to try to return seniors to work as part of their Senior Community Service Employment Program. Goodwill Industries actually employs Ms. Wyman and pays her a salary to work with the agency for 15 hours a week. The agency is responsible for training her and giving her office experience. The agency also agrees to consider her if a position opens up that she is qualified to apply for. Secretary Smith said that Ms. Wyman has been doing an excellent job in the agency and is the best volunteer to date. She is helping to update some of the data in the database, with the filing, with data entry, running information through the Social Security Death Index, and many other useful things around the office.

Secretary Smith talked about the office space the agency currently has. While the agency is extremely happy with the building and isn't looking to move to another location, the main building leaser has left the building. The Department of Information Services recently completed the construction of a brand-new building a few blocks away, and all of their staff that was currently housed in this building has moved out. As a result, it is a perfect time to consider moving into a larger office space within the same building. Secretary Smith asked the Board Members if it would be okay if she started to research what it would take to gain OFM approval to move to a larger space to allow for future agency expansion. She also stated that, if OFM approval could be secured, the agency would have to move quickly to secure the space. She requested that she be able to work with Interim Chair Hughes to negotiate any new terms with the building owner. It was moved by Spani, seconded by Walling, and carried that Secretary Smith be able to work with OFM, the Commissioners Association, and Interim Chair Hughes to potentially secure new, larger office space.

Secretary Smith presented former Chair Ken Boad with an engraved watch and a plaque thanking him for his years of service. Chair Boad served on the Board for nine years. During that time, he helped to increase benefits to firefighters through the passage of the vocational rehabilitation benefit, the expansion of the firefighter definition, and the retire/rehire bill. He was also instrumental in helping to work through the WAC process when the Board was trying to follow the State Supreme Court's request that the Board define a firefighter and set pension participation requirements. The job has not always been easy, but Chair Boad handled the job with grace, diplomacy, and care. It will be tough to lose the wisdom that Chair Boad brought to the agency. It was Ms. Smith's hope that Mr. Boad would visit the agency frequently, an idea that was seconded by Jay Hughes.

SECOND HEARING OF THE PUBLIC

Tamara Donayon also added her thanks to Chair Boad for all that he has done throughout the years. He has been a mentor and a leader for many in the fire service and in Mason County, in particular.

There was a motion by Spani, seconded by Walling, and carried that the meeting be adjourned at 1:45 p.m.

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Brigette K. Smith, Executive Secretary