

Whatcom County Fire District #5
Point Roberts Fire Department

2030 Benson Road, Suite A
Point Roberts, Washington, 98281

Special Meeting of the Board of Commissioners

December 17th, 2011

MINUTES

A. CALL TO ORDER

The meeting was called to order at 10:02 a.m. by Chairman Gellatly.

In Attendance: Chairman David Gellatly
 Commissioner Susan Brownrigg
 Chief Nick Kiniski
 Financial Manager SuzAnne Kinsey

Absent: Commissioner William Meursing
 Recording Secretary Michelle Starrs

Guests: Captain John Shields

B. COMMENTS FROM THE PUBLIC

C. BOARD ACTION

C.1 Approval of the Minutes of the Regular Meeting of November 9, 2011

MOTION: Commissioner Brownrigg moved to accept the Minutes of the Regular Meeting of November 9, 2011. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

C.2 Approval of the Minutes of the Special Meeting of November 15, 2011

The Minutes of the special Meeting of November 15, 2011 have been tabled until the January 11, 2012 meeting.

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

Financial Manager Kinsey will e-mail the completed reports for November.

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Brownrigg moved to accept the Vouchers for December, 2011 in the amount of \$14,916.08 be approved for payment. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Brownrigg moved to approve the payroll in the amount of \$6,808.50. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

D.4 Cancellation of Warrants

MOTION: Commissioner Brownrigg moved to approve the cancellation of Warrant 869429, payable to Cutting Edge Training for \$875.00 and Warrant 871690, payable to Cutting Edge Training for \$875.00. Commissioner Gellatly seconded the motion. **Motion passed 2 – 0.**

E. CORRESPONDENCE

E.1 None

F. CHIEF'S REPORT

Chief Kiniski provided an overview of the Chief Officer Report as attached.

G. UNFINISHED BUSINESS

G.1 None

H. NEW BUSINESS

H.1 Medical Control Physician Agreement

MOTION: Commissioner Brownrigg moved to approve the Medical Control Physician Agreement. This is an Agreement between Whatcom County Fire District #5 and Dr. Michael Sullivan, M.D., F.A.C.E.P. Dr. Sullivan will act as a Medical Control Physician and will provide services to the District in relation to the Medic One Program and the EMS Plan. The motion was seconded by Commissioner Gellatly. **Motion passed 2 – 0.**

J. ADJOURNMENT

As there was no further business, Chairman Gellatly adjourned the meeting at 10:45 a.m.

The next Meeting of the Board of Commissioners will be the Regular Meeting on Wednesday, January 11, 2012.

Chairman David Gellatly

Commissioner Susan Brownrigg

Dated _____

Attest: _____
Recording Secretary Michelle Starrs