

Whatcom County Fire District #5
Point Roberts Fire Department

2030 Benson Road, Suite A

Point Roberts, Washington, 98281

Regular Meeting of the Board of Commissioners

April 8th, 2020

MINUTES

In Attendance via Zoom: Commissioner Virginia Lester
Commissioner Pat Harper, by telephone
Commissioner Raye Newmen
Chief Christopher Carleton
Financial Manager Patty Markel

Guests: Assistant Chief John Shields
Pat Grubb
Sarah Oggel
Richard Foreman
Gina Fiorelli
Jacquelyne Kinsey
Yolanda (last name tbd)
Raul M
Heather Lindquist
Spencer Kyle
Nolan Gallagher
Chris Patterson
Don Schwalback
Kris Faloon
Kylen Bilton
Sebastian Navarro

A. CALL TO ORDER

After some technical difficulties getting everyone signed in to the online Zoom platform, and subsequent self-introductions, the meeting was called to order at 4:14 p.m. by Commissioner Lester.

Chief Carleton advised that all members of the public had been muted for the purpose of allowing the meeting to proceed without interruption with background noise, and let everyone know that they simply needed to individually unmute themselves to share a comment or question.

B. PUBLIC COMMENT

Commissioner Lester thanked Chief Carleton for all of the hours he has dedicated to making everyone feel safe and informed during the ongoing Covid-19 period.

Heather Lindquist reported that she attended at an individual's home to purchase eggs and the egg seller told her that she worked in healthcare, and is involved in treating Covid-19 positive patients. Ms. Lindquist expressed her concern for the situation, despite the healthcare worker claiming to have recently tested negative for the virus.

Commissioner Lester advised that the eggs themselves would likely be safe to consume once the outer eggshells were wiped off.

C. BOARD ACTION

C1. Approval of the Minutes of the Regular Meeting of March 11th, 2020

Commissioner Lester asked if there were any changes to be made to the Minutes of the March 11th meeting, as presented. There being none, the Minutes were approved.

D. FINANCIAL MANAGER'S REPORT

D.1 Financial Report

Financial Manager Markel presented the financial report as submitted.

D.2 Approval of Fire District Vouchers

MOTION: Commissioner Newmen moved to accept the Vouchers in the amount of \$18,219.57 for payment. The motion was seconded by Commissioner Harper. **Motion passed 3–0**

D.3 Approval of Fire District Payroll

MOTION: Commissioner Newmen moved that payroll in the amount of \$22,167.83 be approved for payment. The motion was seconded by Commissioner Harper. **Motion passed 3–0**

Financial Manager Markel reported that she was looking for a motion to cancel and re-issue a warrant that had been originally issued in an incorrect amount.

MOTION: Commissioner Newmen moved to cancel March warrant number 1105263 payable to MCI Worldcom, and for it to be reissued with the April warrants for payment of the correct amount due. The motion was seconded by Commissioner Harper. **Motion passed 3–0**

D.4 Budget Update

Financial Manager Market reported that 76.85% of the budget remained as of the end of March, compared with the March 2019 amount of 78.64%

E. CORRESPONDENCE

Chief Carleton reported that he had received quite a few emails, mostly with questions or responses to the various notifications he had published on the PAWS and NextDoor community electronic newsletters.

Commissioner Newmen commented with his praise and applause for Chief Carleton for his community outreach efforts, and thanked him for keeping us all so well informed.

Chief Carleton thanked Pat Grubb and the All Point Bulletin for the timely publication of important and relevant information regarding the Covid-19 virus, government response declarations, and other necessary information regarding local services.

F. CHIEF'S REPORT

Chief Carleton's Chief Officer Report was read and submitted as presented.

Chief noted that the District application for the Firehouse Sub grant had been declined. He believed the reason was the short period of time between the last approved grant and this recent application. The grant application was to cover the cost of nine sets of bunker gear.

Chief also reported that March is usually the time for his annual vacation, but that with the emergence of daily Covid-19 information, he was largely occupied taking calls and publishing information circulars to the community.

Chief reported that the WCFD5 website transition is ongoing and should be ready in May.

Commissioner Lester thanked Chief for being on duty while on vacation, and suggested that the District should be able to reschedule some time off in the future to compensate for the lost vacation time.

Commissioner Lester also reported that all contacts made as part of the CARES program, were by telephone this past month, rather than in-home visits.

G. UNFINISHED BUSINESS

Heather Lindquist asked what plans are in place if people start getting sick with the Covid-19 virus in Point Roberts.

Chief responded that measures have already been put in place to protect the emergency response members of the District, and that the Airlift service was being utilized to avoid lengthy commute times using an ambulance with the risk of prolonged exposure to patients while in

transit, and also to reduce exposure to the general public in the Bellingham area during a hospital transfer.

Chief reported that so far, not one patient in Point Roberts has been diagnosed positive with the Covid-19 virus.

Chief recommends that everyone look into the various Airlift insurance packages available, and invited Pat Grubb to add any further information on that topic. Mr. Grubb noted that Airlift insurance is secondary to medical insurance programs and offered to forward some written guidelines to everyone on the Zoom call.

Heather Lindquist asked what plans are in place in the even of a worst-case scenario and Point Roberts starts spreading the virus.

Chief replied that Unified Command is working on a number of resources for Point Roberts, one being the potential contracting of a whale-watching vessel to ferry people and/or patients for necessary travel to the mainland. He noted that transportation is being planned for people/patients that might utilize the vessel for when they arrive on the mainland, including the potential use of the Circle of Care van.

Chief also reported that two local currently empty facilities have been contacted for potential use for quarantine locations if it becomes necessary. He noted that it is the preference to have patients self quarantine at home with District assistance for delivery of food, water and medicines as required, but if it became necessary, plans are in progress to set up structures to house multiple patients. One such plan is in the works with local business Best Time RV, who have offered the use of their self-contained RV units for the purpose of a centralized quarantine system with the ability to give patients comfort and isolation as needed.

Heather Lindquist commented that she had read of areas where Air BnB owners were offering their empty accommodations for First Responders.

Chief also reported that other plans were in the works for the delivery of necessary supplies in the event of a full border shut-down. He reported that the National Guard had conducted a mock exercise for the delivery of essential items about two years ago, in preparation for an emergency situation that might require it. He also noted that he did not think the border would ever be entirely shut down to emergency services ground travel.

Commissioner Lester asked what might happen if two patients required airlift transport at the same time. Chief responded that a secondary aircraft is built into the emergency evacuation plans if necessary, and additionally the Navy would conduct air evacuations if no other options were available.

H. NEW BUSINESS

Chief Carleton report that the District had received 100 Covid-19 test kits and advised that he would be sending out an email to advise the community and to make arrangements to begin testing this coming weekend. He advised that he intended to test essential workers first, including clerks, food bank and other community volunteers, and then he intends to administer a limited number of tests to interested volunteers across all age groups. He advised everyone that the test is quite uncomfortable to receive, and also noted that he planned to administer tests this weekend, deliver them on Sunday and expect results by Monday. He also noted that this particular type of

Covid-19 test does have a 20-40% false negative rate, meaning it is approximately 60-80% accurate.

Yolanda asked what would happen if someone from the Marketplace tests positive for the virus? Chief responded that the entire Market staff would then be tested, and that information would be released to the public to find and test anyone who had come into contact with a Covid-19 positive individual.

Heather Lindquist asked what about individuals that are leaving and returning to the Point? Chief responded that we will prioritize older members for testing and order more kits as required.

Chris Patterson asked if there was any new information about the border. Chief responded that he is a member of a cross border task force and reported that both CBP and CBSA were looking very closely at the reasons being given for essential travel. Medical procedures and prescriptions are considered essential, and travel across the border is being allowed for essential travel.

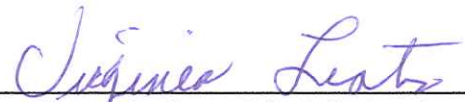
Chris Patterson asked what kind of paper trail is being generated by the cross border travel. Chief responded that in addition to proper identification, the border officers have been requesting telephone numbers, email addresses, and physical destination addresses to determine compliance with essential travel restrictions. He also noted that while self-quarantine upon arrival is the rule of law in Canada, that he is also personally aware of dual citizens being allowed to travel back and forth for necessary travel somewhat more freely.

Jacquie Kinsey commented that although CDC recommendations are for everyone to wear masks in public, that not everyone was doing it. Chief responded that while masks are a CDC recommendation, they are not yet mandatory and so there is nothing law enforcement can do at this point. Chief also noted that while supplies are difficult to obtain, he had earlier placed a large order for masks and so our Fire District is well supplied with masks at this time.

I. ADJOURNMENT

As there was no further business, Commissioner Newmen moved to adjourn the meeting. Commissioner Harper seconded the motion. **Motion passed 3 – 0.**

The next Regular Meeting of the Board of Commissioners will be May 13th, 2020, at 4:00 p.m.


Commissioner Virginia Lester


Commissioner Pat Harper


Commissioner Raye Newmen

Dated May 13, 2020

Attest: 
Recording Secretary Linda Hughes

FINANCIAL REPORT

April 08, 2020

WHATCOM COUNTY FIRE DISTRICT 5

April warrants total \$18,219.57. The total for payroll is \$22,167.83, including Chief Carleton's salary of \$5,278.50 and Assistant Chief Shield's pay of \$3,083.33. There was one event for the commissioners and the secretary.

The total payout for volunteers (warrants included) is \$14,424.00.

The March financial statements have been handed out for your review.

We need a motion to approve the warrants and payroll for April as presented.

I am also requesting to void warrant #1105263 payable to MCI Worldcom on 3/24/20. The amount was incorrect and has been added to the April payables.

Respectfully,

Patty Markel
Finance Manager

2020 Budget Remaining – 3/31/20	
Legislative	94.07 %
Administrative	67.79 %
Suppression	79.90 %
Suppression Training	87.34 %
Maintenance	73.01 %
Vol. FF EMS	76.39 %
EMS Training	85.75 %
Total Budget Remaining:	76.85 %
3/31/19 Budget Comparison:	78.64%

Warrants – Items over \$1,000 ~	
Marketplace	\$ 1,059.88
US Bancorp (Credit Card)	\$ 10,749.99
<i>Includes:</i>	
Life Assist	\$ 2,192.04
Puget Sound Energy	\$ 2,000.00

Whatcom County Fire District 5

Chief Officer Report

April 2020

For March 2020

Point Of Information

1. New website will be up soon
2. COVID Testing going well

Apparatus

E58	No Report	E5802	No Report	E5803	No report
B58	No Report	U5802	No Report		
A58	No Report	A5802	No Report		
C58	No Report				

Member Roster

42 Members (24 Canadian / 10 Point Roberts / 8 County)

- 5 Paramedics / 8 EMTs (5 AEMT) / 3 Ambassadors / 34 Firefighters

Volunteer Hours 2344

Volunteer Payroll 14714

Combined Chief Hours (Chief 160/38 Vacation /// AC 136.5) Chief Hours = 296.5

Incidents

Total Calls (20)

EMS Calls (9)

<u>Transports:</u>	Saint Joseph Hospital (3)	Bellingham FD Medic (0)
	Airlift Northwest (1)	North Whatcom Fire Rescue (1)
	No Transport (4)	Ferndale FD Medic (0)

EMS CARES/MIHC (4) ----- Agency Assist (1) -----Public Service (1)

Fire Classification (5)

(1/1*) Outdoor Burns - permit/illegal* /// (0) Smoke invest. /// (1) False Alarms /// (0) Vehicle Fire
(1) Power Lines Down /// (0) Structure /// (0) Water Problems /// (0) Boat /// (0) Animal Rescue ///
(0) Chimney Fires /// (0) Grass Fire /// (1) Gas Leak /// (0) Down Tree /// (0) Plane Emergency
(0) Hazmat /// (0) Wrong Address /// (0) Public Service Smoke Detector Program