

BRIGETTE K. SMITH
Executive Secretary



STATE OF WASHINGTON

BOARD FOR VOLUNTEER FIREFIGHTERS & RESERVE OFFICERS

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December 12, 2008

The 216th 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 Ronald Ayres, with Board Member Ken Boad, Board Member Jay Hughes, Board Member Mark Watenpaugh, Board Member Martin Spani, Chief Jake Doty (East Pierce Fire and Rescue), Tammie Warnke (Washington State Firefighter's Association), Chief Stan Loertscher (Mason Co. FPD #13), Associate Pension Actuary Chris Jasperson, Actuarial Assistant Michael Harbour, Assistant Attorney General Kyle Crews, Executive Secretary Brigitte Smith, and Confidential Secretary Tracy Thornburg.

The Board reviewed the October 17, 2008, regular meeting minutes and the November 4, 14, and 21 special meeting minutes. It was moved by Boad, seconded by Hughes and carried that the minutes be approved with a correction to Mary Alice Jones' department number.

The agenda was reviewed.

FIRST HEARING OF THE PUBLIC

No one asked to speak.

OLD BUSINESS

Associate Pension Actuary Chris Jasperson and Assistant Actuary Michael Harbour distributed copies of a Benefit Enhancement Cost Analysis. The Cost Analysis contained pricing quotes for the cost to implement Benefit Enhancements such as increasing the monthly pension amount, or adding a longevity bonus. Mr. Jasperson pointed out that the cost analysis was calculated with the assumption that only people currently serving would receive the benefit, not members who were retired and already drawing. The Board discussed the costs associated with the enhancements and with the volatility of the current stock market, the interest from which is a major funding source, and also the rising medical costs. It was the consensus of the Board that no decisions about the enhancements be made at this time. It was their feeling that departments were struggling enough with funding during these difficult economic times, and they were afraid to increase fees to cover the costs of the benefit. Increasing fees could make participation right now cost prohibitive. In addition, both the Actuary's Office and the Board are concerned about medical costs. The Board felt they could make a more financially responsible decision regarding pension benefits once the medical costs are valued. The Board stated that they would like to revisit the implementation of benefit enhancements next year.

Mr. Jasperson did suggest that the Board consider another enhancement. He suggested that the Board consider adding an annual COLA to the pension. The COLA could be capped at a certain percentage rate. The Board's main concern was that it did not have the authority to set fees, so there was concern that an annual increase could outpace the growth of the fund and the Board could not automatically increase fees commiserate with the COLA, but they did feel that the idea was worth checking into some more.

Secretary Smith stated that she received two additional written WAC comments after the published December 1, 2008 deadline for written comments. There was a motion by Spani, seconded by Boad, and carried that the two letters be accepted as part of the official documentation.

The Board reviewed all of the written documentation to date, and discussed the comments heard at the hearings. Chair Ayres said that he felt that there was a feeling in the fire service that the Board was taking away

benefits for administrative personnel when, in fact, those benefits were never there. Mr. Boad said that he felt that clearer requirements were necessary so that misunderstandings like these didn't continue. He also stated that he was committed to meeting with other organizations and following through with a study of all of the issues involved with the coverage of administrative personnel.

Secretary Smith explained that she had worked with Assistant Attorney General Kyle Crews to implement some of the suggestions that were received from constituents. She stated that several comments had been received regarding the lack of a definition of shift, duty, on-call, and standby times. Constituents were confused whether that meant people had to stay at the station at that time, or whether they could respond from home, or whether a person could just carry a pager 24/7 and get credit for that time. Secretary Smith said that she thought it was the Board's intention that only time that a member had signed up and dedicated themselves to be immediately available for response was time counted toward the requirement. Simply having a pager and maybe responding or maybe not wasn't the type of time the Board was looking to include in the requirement. In addition, the Board did receive one comment that the Criminal Justice Training Commission (CJTC) could only certify reserve officers, not commission them. Secretary Smith stated that she researched the issue and the police chief who brought that to the Board's attention was correct. As a result, it was AAG Crews' and Secretary Smith's recommendations that the WAC be changed to eliminate the references to shift, duty, and on-call time, and that standby time be defined. In addition, the WAC language should be changed to reflect the fact that the CJTC certifies reserve officers and municipalities commission them. There was a motion by Hughes, seconded by Watenpugh, and carried that a new draft of the draft WAC be accepted with the changes.

Secretary Smith informed the Board that both she and AAG Crews felt that the definition of "standby" could be considered a major change. As such, she felt that the Board should file a new CR-102 and another hearing should be scheduled. Board Member Boad stated that he supported that, but he was concerned about the Board's resolution to work with other organizations regarding administrative members. He felt that it wasn't the Board's intent to put off the constituents for another couple of months while we wait to hold another hearing. After some discussion, Secretary Smith was directed to begin contacting fire service and law enforcement organizations and ask each group to appoint one representative each to be a study group participant. Secretary Smith asked the Board about EMSD representation. She was unaware of any one group that represented the few EMSD's that the agency has, but that they do have a vested interest in the decision. The Board asked her to contact the EMSD's and ask if any of them would like to send a member to represent the group as a whole. Secretary Smith stated that she would begin contacting all of the constituent groups and try to set a first meeting date for some time after the holidays. There was Board consensus that Member Ken Boad should represent the Board, and that Secretary Smith should also be present at all of the meetings to help facilitate them.

Secretary Smith updated the Board regarding the Database Project. The project is on time and on budget. The developer, Brewer Consulting, has produced the Detail Design Document (copies of which were available for viewing). She explained that the staff has seen some preliminary mock screens and they are very happy with the way everything is shaping up. Brewer Consulting is currently working on the actual development of each screen. Once a screen is complete, it will be shared with the staff for approval. Currently, it is anticipated that the database will be completed by the end of March, but that the developer does have until the end of June under the current contract. It is the staff's vision that the roll out of the database will be phased. An initial core group of departments will be selected to use the database for a few months to try to work out any unanticipated "bugs". Once the system seems to be running smoothly, staff will begin to set up training seminars throughout the state to train new departments on the system. Departments not attending training will not be given access to the system. Individual members will receive their access information from their department secretaries.

NEW BUSINESS

The Board reviewed a request for a permanent partial disability award for Michael Puhan, Whatcom Co. FPD #13. It was moved by Boad, seconded by Hughes, and carried to grant Firefighter Puhan an award of \$11,126.16 for his April 26, 2005 fire service injury, pending receipt of a signed invoice voucher.

The Board reviewed a request for a permanent partial disability award for Kevin Webber, Ferry Co. EMSD. It was moved by Spani, seconded by Hughes, and carried to grant Firefighter Webber an award of \$3,805.52 for his March 5, 2006 fire service injury.

The Board reviewed documentary evidence from David Harris, Spokane Co. FPD #3, attempting to prove service for the years 1979 and 1980. It was moved by Boad, seconded by Hughes, and carried that the evidence submitted was insufficient to prove that Mr. Harris was a volunteer firefighter for those years. Secretary Smith was directed to request any additional records that may exist to document the service in question.

The Board reviewed a contract extension entered into by Secretary Smith with Brewer Consulting to provide the additional hours of IT Development made necessary by the database project expansion.

The Board reviewed a contract extension entered into by Secretary Smith with Case Associates to provide the additional hours of Quality Assurance made necessary by the database project expansion.

Because of a scheduling conflict, Secretary Smith asked that the June meeting date be moved from June 19th, 2009. It was moved by Watenpaugh, seconded by Spani, and carried that the June meeting date be moved to June 12th, 2009.

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

The Board reviewed and approved (Boad moved, Spani seconded) the administrative expenditure vouchers numbered (1835-1867) and various travel vouchers.

There was a motion by Boad, seconded by Hughes, and carried that the retirement pensions and lump-sum settlements listed below be approved effective on the listed dates:

		<u>Effective</u> <u>Date</u>	<u>Amount</u>	
Blanchard, Dan W.	Shoreline	1/18/08	3,740.66	Lump
Blossom, Maurlen	Kitsap #2	6/03/08	210.00	
Brooks, Gary	Lewis #16	6/23/08 J/S	191.52	@ age 62
Campbell, James	Lincoln #4	11/30/08	66.50	
Carlson, Steven A.	Columbia #3	10/21/08	180.00	@ age 60
Cerna, Anthony	Connell	12/29/08 J/S	258.60	
Coole, Walter	Maple Valley	7/07/08	3,850.68	Lump
Cornell, Charles V.	Spokane #9	10/17/08	165.00	
Cummings, Gary M.	Vashon Island	9/01/08	300.00	
Cummings, Shirley A.	Vashon Island	11/10/08	300.00	
Erford, Gary A.	King #24	8/14/07	2,838.87	Lump
Fish, James E.	Clallam #2	8/08/06	5,076.63	Lump
Freshwater, Frank E.	Yakima #14	10/19/08	300.00	
Gleason, Cindy	Lewis #2	10/5/08	3,960.70	Lump
Graver, Dennis K.	Camano Island	3/29/08	3,300.58	Lump
Hagstrom, Leslie	Island #3	11/1/08	300.00	
Hall, Janet S.	Klickitat #15	1/01/09	3,367.43	Lump
Hanseth, Robert	Skagit #3	10/15/06	180.00	@ age 60
Heald, Gary W.	Monroe	2/01/08	180.00	@ age 60
Heitmann, Roy W.	Pacific	3/20/08 J/S	145.04	
Holliday, Michael D.	Adams #6	9/29/08	300.00	
Hopkins, Donald D.	Lincoln #7	9/01/08 J/S	132.57	@ age 62
Huffman, John	Cowlitz-Skam. #7	3/26/08	3,016.30	Lump
Jackels, Vincent	Camano Island	7/04/08	59.50	
Johnson, Richard L.	Clark #10	9/08/08	228.00	@ age 62
Jones, Mary Alice	Spokane #13	8/19/07	90.00	
Judd, Mack	Skagit #8	10/22/08	300.00	
Kelsay, Kenneth W.	Cowlitz-Skam. #7	7/07/08	2,661.44	Lump

Kopa, James	Riverside Fire Auth.	11/21/08	3,960.70 Lump
Kruff, Joseph A.	Cosmopolls	2/28/09	3,371.15 Lump
Lange, Carol Jean	Whatcom #11	9/02/08 SURV	2,072.10 Lump
Lansing, Donald W.	Cowlitz #6	10/1/08	300.00
Lilly, Richard W.	Yakima Police	10/1/08 J/S	232.94 @ age 64
Lokovsek, Warren D.	Enumclaw	10/29/08	228.00 @ age 62
Loran, Karen L.	Kent	9/19/06	73.50
Luedtke, Sandy K.	Mason #12	8/01/08	159.60 @ age 62
Manion, Gary	Skagit #15	5/31/08	63.00
Maudlin, Henry C.	King #27	11/4/08 J/S	190.61 @ age 62
Meyers, Carol	Skagit #16	1/01/09	300.00
Morgan, Mary Ann	Kittitas #1	8/07/08	148.20 @ age 62
Morgan, Michael R.	Central Kitsap	3/18/07	2,838.87 Lump
Parker, Paul D.	Grant #8	10/13/08 J/S	257.10
Powell, Charles E.	Cashmere	10/10/07	77.00
Poats, Lee E.	Clallam #4	11/1/08 J/S	263.70
Richardson, Larry	Coulee City	12/5/08 J/S	209.00
Roat, Anthony J.	King #27	12/19/08	3,300.58 Lump
Sabin, David G.	Lewis #6	7/20/08 J/S	222.05 @ age 64
Seymour, Barbara	Pierce #12	8/23/07	58.52 @ age 62
Shapansky, Jerry	Cosmopolls	7/15/08	300.00
Smith, Larry D.	Lewis #13	11/1/08	300.00
Snapper, Dale H.	Lynden	10/28/08	53.20 @ age 62
Stansgar, George A.	Ridgefield	8/28/08	77.00
Steel, William H.	Pierce #26	5/22/08 J/S	91.41 @ age 62
Stillwell, Steven R.	Thurston #7	9/11/08	172.50
Tomren, Gerald A.	Franklin #2	7/04/08 J/S	258.60
Triggs, James A.	Clallam #2	10/31/08	148.20 @ age 62
VonMosch, James T.	Klickitat #3	10/11/08 J/S	195.40 @ age 62
Van Sickle, Ronald J.	Buckley	11/2/08	300.00
White, Marvin	Burlington	6/17/08	3,960.70 Lump
Zollo, Duane L.	Camas	10/24/08	182.70 @ age 63

SECOND HEARING OF THE PUBLIC

Chief Doty thanked the Board for working on the definitions. He thought they were pretty straight forward.

There was a motion by Boad, seconded by Hughes, and carried that the meeting be adjourned at 10:32 a.m.



Brigette K. Smith, Executive Secretary