



COMMISSIONER'S MEETING

Minutes

A meeting of the Board of Fire Commissioners of Grant County Fire Protection District No. 8 was held at Fire Station 81, 510 Government Way, Mattawa, WA on March 10, 2015 and was called to order by Commission Chair Paul Parker at 1600 hours. This meeting was recorded on cassette tape.

Commissioner Kummer led the Pledge of Allegiance.

Present: Commissioners Paul Parker, Richard Kummer, and Debra Crain attended. Commissioner Scott Nesbit was absent because of illness and Commissioner Russell Brixey was absent because of a work emergency. A quorum was established. A motion was made to excuse the absences of Commissioner Nesbit and Brixey. **Motion: Richard Kummer, Second: Paul Parker. Motion carried unanimously.** District Secretary Barbara Davis Wilson was also absent due to illness.

Also present were Interim Fire Chief Dave Patterson and Robert Roth. There were no comments from the public.

Commissioner Parker for approval of the agenda. A motion was made to approve the agenda as presented. **Motion: Richard Kummer, Second: Debra Crain. Motion carried unanimously.**

The minutes from the last meeting were reviewed and a motion was made to approve the minutes as presented. **Motion: Paul Parker, Second: Richard Kummer. Motion carried unanimously.**

Commissioner Parker asked the Board if they had any announcements. There were none.

Chief's Report: Chief Patterson reviewed his written report. He introduced Robert Roth as our new hire for the Captain position. The second captain position has been advertised state-wide and is open until March 31, 2015. Interviews will be scheduled as soon as possible in April with the hopes of the second captain starting at the end of April. The Board congratulated Robert and welcomed him to staff. He went on to discuss the leadership training he received last month. On Saturday, April 18, there will be another extrication training. He invited District 10, Kittitas District 4, and Hanford Fire. All agencies have accepted the invitation. He said District 10 is very interested in our stabilization tools and is looking forward to working with them before purchasing their own. Patterson invited to Board to attend the training, which includes lunch, and is from 10:00 AM to 3:00 PM. Commissioner Kummer mentioned that he had spoken with a commissioner from District 10, who had been on scene at an MVA where we used the Rescue 42s and was impressed. Patterson spoke more about the training details. Patterson said that the Zero Response Plan with Hanford Fire is now in effect. He said protocol has been put in place for Hanford to be dispatched to all "CPR in progress" calls so the paramedics can get there sooner and initiate advanced life saving procedures sooner and possibly save a life. He said that there is a Chief's and Commissioner's meeting Thursday, March 19 at 1900 hours at the Grant County Fair Grounds. The meeting is at a large venue this time because the public has been invited to comment on the county-wide protection plan for the first hour of the meeting. There were no additional comments or questions.

Business Manager/District Secretary's Report: District Secretary Wilson was absent. Chief Patterson reviewed her report. He also gave the Board a draft of a new timesheet that Wilson developed to record time spent on various activities. He said he preferred the current version because he seldom remembered how much time spent on activities. Patterson said that a policy was approved to

manage funds some time ago. However, a resolution needs to be approved to create the EMS Reserve Fund and instruct the treasurer to move monies between the EMS Fund and the EMS Reserve Fund. A motion was made to approve Resolution No. 2015-01. Commissioner Kummer noted a typo in the last paragraph. Patterson said he could correct this at the break and the correction Resolution could be signed today. **Motion: Paul Parker, Second: Richard Kummer. Motion carried unanimously.** Patterson said that was all of Wilson's report. There were no questions.

Volunteer Association: No Report

Committee Reports

1. Safety Committee - no report. Patterson said that the Safety Committee needed to meet before the end of the month to say within the quarterly requirement.
2. Budget, Finance, and Audit Committee - no report
3. Insurance and Health Care Committee - no report
4. Policies and Procedures Committee - no report. Patterson said the Business Manager/District Secretary position was reviewed to define the direction for fire responses. Commissioner Crain said that direction was given to Chief Hargroves and Patterson last year to discuss it and decide. However, her thoughts were for the position to at least know pump ops, but not make an attack. The two-in rule means there has to be three people. Patterson said he and Hargroves disagreed because Hargroves thought the position should be a full firefighter. He said that it was his belief that this position should hold a support role, meaning running the pumps and getting a tender on site. There was discussion about training for this role. Patterson said that staff will have team training during the week so we know our roles as initial responders. Commissioner Crain said that really, it comes down to what Patterson feels he needs. Patterson said he would work on this with Wilson.
5. Emergency Medical/Emergency Management Committee - no report
6. Strategic Leadership Plan Committee - no report. There was one committee meeting and another one is scheduled to work on a report for the Board since the retreat was cancelled.

Commissioner Kummer mentioned that Enduris and the Board for Volunteer Fire Fighters and Reserve Officers will have representatives at the Business & Safety Meeting next week to tell the volunteers about their benefits through each of the agencies. There will be a question and answer session as well.

The Consent Agenda with Vouchers, Payroll, and Transactions was reviewed. Review and Approve Vouchers, Payroll, and Transactions: Vouchers were audited and certified by the auditing officer as required by RCW 42.24.080, and those expenses reimbursed claims certified as required by RCW 42.24.090, having been recorded on a listing that had been made available to the Board. There were no transactions to review. Commissioner Parker asked if a catalog had been found for rugs. Patterson said Wilson was working on that and that the coveralls were sent back. Old EMS jumpsuits are being used instead. A motion was made to approve the consent agenda. **Motion: Richard Kummer, Second: Debra Crain. Motion carried unanimously.**

Unfinished Business

There was no unfinished business.

New Business

Membership: no new members, but several applications have been handed out. Patterson said he would put up the sandwich boards next month. Commissioner Parker asked if there was any interest for new EMTs. Patterson said there were a few in addition to the three current EMT students.

There was no additional new business.

Upcoming Events

There were no upcoming events that had not already been mentioned.

Commissioner Parker asked the Board if they had any issues for Executive Session. There were none.

Commissioner Parker asked if there was any other business, which there was none.

The next Commissioner's meeting was set for Tuesday, April 14, 2015 at 1600 hours at Station 81 in Mattawa, Washington. Proposed agenda items are 1) Chief's Report, 2) District Secretary's Report, 3) Volunteer Association Report, 4) Committee Reports, 5) Consent Agenda, 6) Unfinished Business, 7) New Business, and 8) Upcoming Events.

There being no further business to come before the Board, the meeting was adjourned at 1645 hours.



Chairman



District Secretary