



Grant County Fire District No. 8

PO Box 1728
510 Government Way
Mattawa, WA 99349
(509) 932-4777
Fax (509) 932-4747

Board of Commissioner Regular Meeting Minutes

The regular meeting of the Board of Fire Commissioners of Grant County Fire Protection District No. 8 was held at Fire Station 81, 510 E Government Road, Mattawa, WA on November 9, 2015 and was called to order by Commission Chair Paul Parker at 1400 hours. This meeting was changed from November 10, 2015 by the Chair Parker and public notice was posted at Fire Station 81 and the Mattawa Post Office on November 4, 2015. The meeting was recorded.

The Pledge of Allegiance was led by Russell Brixey.

Commissioners present: Paul Parker, Scott Nesbit, Richard Kummer, Debra Crain, and Russell Brixey.

Others present: Fire Chief Dave Patterson, District Secretary Barbara Davis Wilson, and Teresa Kummer.

The members of the public in attendance were recognized, welcomed, and invited to comments. No comments were made.

The agenda was reviewed. Commissioner Kummer commented that the issue of PPEs and clothing brought up last month was not listed under unfinished business. District Secretary Wilson stated that this issue could be addressed during the 2016 budget discussion. He also commented that the volunteers request to review the policy regarding no call weekend points was not included. This was added under Unfinished Business. A motion was made to approve the agenda as amended. **Motion: Kummer, Second: Brixey. Motion approved unanimously.**

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. Wilson called the Boards attention to the Payroll section and asked them to review the volunteer reimbursement distribution. A motion was made to approve the Consent Agenda as presented. **Motion: Nesbit, Second: Kummer. Motion approved unanimously.** The documents were signed by the Board members.

Chief's Report: Chief Patterson reviewed his written report.

1. Call Volume - Chief noted that call volume is about 30 calls more than at this time last year. He also stated that he would like to track community assistance in 2016.
2. Extrication Training - The fall training session will be on Saturday from 1000 to 1500 with a meal around noon. Other districts invited are Grant 10, Adams 5, and Hanford.
3. Captain Search - He is searching for another paid captain and he has two candidates who may still be interested in the position from the last search. He has contacted them both and is waiting to hear back from them.
4. Nuisance Calls at Schools - Chief said that fire alarm calls at the elementary schools have become a nuisance. It seems to be the same locations/alarms that are going off and he believes it is faulty equipment. He intends to meet with the school superintendent to discuss the issue. There was discussion about frequency of alarm calls and possible resolutions.
5. Leadership 1 Training - Robert Roth, Doug Anderson, Kyle Jamison, Dean Christensen, and Brandon Wright attended this training during the first weekend of the month. Additional trainings will be held in December and January.
6. Membership - Jose Tapia has successfully completed his probationary period and is a full member as of November 1, 2015.

Commissioner Crain asked if we could publish some articles in the newspapers regarding response times. She said she was approached by community members who thought we had taken a long time to get to an incident. She said they thought the first arriving unit was there in excess of 40 minutes when it was actually there in less than 12 minutes. There was discussion about press releases and other information that could be issued. Chief agreed that press releases would assist in correct reporting of incidents and would be issued going forward. Commissioner Parker suggested doing a quarterly report on call volume and response times. Chief agreed that this was a good idea. Chief had nothing further to add and there were no further questions.

Business Manager/District Secretary's Report: Secretary Wilson reviewed her written report.

1. Financial reports were reviewed. There were no questions or further comments.
 2. Ambulance Billing Service - Wilson reported on the transition from Health Care Management Associates (HCMA) to Systems Design West (SWD). HCMA will work claims prior to 10/31/2015 until 12/31/15 when all accounts receivable will be transferred to SWD.
 3. Fire Department Management Software - ImageTrend contracts have been signed and the design phase has been entered. The "go live" date has been tentatively set for 2/1/16.
 4. The next Red Cross Blood Drive is scheduled for Tuesday, November 24, 2015.
- There were no additional comments or questions.

Volunteer Association: No report

Committee Reports

There were no committee reports.

Unfinished Business

1. 2016 Budget - The draft budget was reviewed. There was considerable discussion regarding the medical benefit program for employees. A tiered program was suggested by staff. The Board tabled further discussion until next month pending more research. There was extensive discussion regarding the clothing allowance line item. The clothing request from the volunteers was also discussed. There was discussion about changing the Dress Code policy from issuing one shirt to two or three shirts. A motion was made to change the t-shirt policy to issue three shirts per year. There was discussion about this. **Motion: Nesbit, Second: Kummer. Motion approved.** There was discussion regarding the Class B shirts and items to be issued.

Commissioner Parker called a break at 1730 and the meeting resumed at 1736.

There was more discussion about some budget line items. The Budget Hearing was set for Thursday, November 19, 2015 at 1600 with a special meeting to follow to finalize the budget.

2. No-Call Stipend - Commissioner Kummer suggested that this item be tabled until next month.

There was no further unfinished business.

New Business

There was no additional new business.

Commissioner Parker asked the Board if they had any items to discuss under Executive Session. There was none.

Announcements & Upcoming Events

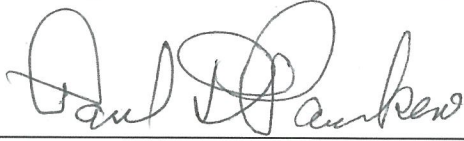
Commissioner Parker asked the Board if they had any announcements or upcoming events that had not already been mentioned.

- Commissioner Kummer shared a flyer for the Bereavement Uniform Program and asked that the flyers be placed in the volunteers in boxes.

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

The next Commissioner's meeting was set for Tuesday, December 8, 2015 at 1600 hours at Station 81 in Mattawa, Washington. Commissioner Nesbit said he would not attend because he would be out of town for work from the morning of November 10, 2015 through November 16, 2015. Proposed agenda items are 1) Consent Agenda 2) Chief's Report, 3) District Secretary's Report, 4) Volunteer Association Report, 5) Committee Reports, 6) Unfinished Business - a) Medical insurance, b) Dress Code Policy, c) No-Call Stipend, 7) New Business, 8) Executive Session, and 9) Announcements & Upcoming Events.

There being no further business to come before the Board, the meeting was adjourned at 1804 hours.



Chairman



District Secretary