



## 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 May 10, 2016 and was called to order by Commission Chair Debra Crain at 1558 hours. The meeting was recorded.

The Pledge of Allegiance was led by Richard Kummer.

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

Others present: Fire Chief Dave Patterson, District Secretary Barbara Davis, Doug Anderson, Doug Wells, Brandon Wright, and Maria Andrade.

The public was recognized, welcomed, and invited to comment. There were no comments

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Parker, 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 was discussion regarding the timesheets and a question on the Fire Engineering subscription. A motion was made to approve the Consent Agenda as presented. **Motion: Brixey, Second: Kummer. Motion approved unanimously.** The documents were signed by the Board members.

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

Call Volume - Chief reported call volume was 35 EMS calls and 4 fire calls last month and that we are at 137 EMS calls and 25 fire calls for the year. Call volume is still trending up.

1. BR 818 - The chassis has arrived.
2. BR 818 Skid Unit - Chief is exploring options for building the skid pack in house rather than buying one prebuilt. He believes building in house is a more cost effective option. There was discussion on the components and details.
3. Tender Tires - The new tires have all been mounted and installed.
4. Annual SCBA & Compressor Checks - completed by SeaWestern.
5. Grants - Received the \$1,000 reimbursement grant for wildland gear from Medic One and the annual Trauma Council grant for EMS.
6. Fire Barrier between Desert Aire (DA) and PUD - Desert Aire Owners Association requested a 30-foot fire barrier between DA land and PUD land, but recently rescinded the request. There was discussion regarding homeowner encroachments onto PUD property. The PUD has given homeowners until the end of the month to remove encroachments before the PUD begins removing them at the homeowners' expense.
7. Rosa's Boutique - Rosa asked if she could build a lean-to onto the building for a fruit stand. There was discussion about this and the Board consensus was to allow a temporary covering with the understanding that all parking would be along Riverview Avenue rather than the District parking lot.
8. Station 83 Easement Request - Taylor Wilson asked Chief about being granted an easement onto District property at Station 83 for a driveway access onto the back part of his property so he could create a 30-space RV park. Chief said he told Mr. Wilson that he did not think the Board would agree due to liability issues. This was discussed at length and the Board agreed with Chief that the liability was too great.

9. Patient Refusal to Pay Balance of Account - Chief said Davis received a call from the patient after he received our letter stating we would send his account to collections if he did not make payment arrangements. Davis explained that the patient refused to pay the remaining balance because he said he was forced to go to the hospital by the medic. She reviewed the MIR details with the Board and stated that Medic Zimmerman was allowed to start an IV and she provided care during the transport. The MIR clearly stated that the patient's daughter, who was an RN, advised the patient to call 911 and be transported. The Board discussed the details and concluded that either the patient needed to make payment arrangements or his account would be turned over to collections. Davis was instructed to follow up with the appropriate letters.
10. MedStar and Life Flight - Life Flight has purchased MedStar. Chief explained the minor changes in service and the member savings for the group plan. He added that there is training on 6/1/16 as an introduction to Life Flight and to train on any new procedures for their different helicopters. Chief had nothing further to add and there were no questions. He distributed a draft procedure for disciplinary actions for the Board to review.

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

1. Financial reports were reviewed. There were no questions or comments.
  1. Petty Cash Account - Davis reported that Columbia Bank needs information from one Board member and then they will be able to create the new signature card. She will email the Board when it is ready.
  2. Blood Drive - The next drive is scheduled for Tuesday, 5/24/16, from 10:30 am to 3:30 pm.
  3. Vacation - Davis said she is taking a vacation day on Friday, May 27, 2016.
- Davis told the Board that she had completed and submitted the 2016 WFCA Wage and Benefit survey today and that she is working on the Annual Report, which is due Sunday, May 29, 2019. She had nothing further to add and there were no questions.

**Volunteer Association:** Doug Wells reported that there were two applicants for the Greg Arnold Scholarship and they were both awarded.

**Committee Reports:** No report.

**Unfinished Business:**

1. Board Workshop Session - Commissioner Kummer submitted the following topic ideas:
  - a. Communications - all levels to include all media types
  - b. Committee responsibilities and structure
  - c. Discipline procedures
  - d. Volunteer involvement and status
  - e. Staff and commission boundaries

The other board members said they had not thought of any ideas. Commissioner Crain asked the Board to submit their ideas to Davis before the next meeting so the ideas could be reviewed and a date for the workshop discussed.

There was no additional unfinished business.

**New Business:** none

There was no additional new business

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

**Announcements & Upcoming Events**

Commissioner Crain asked the Board if they had any announcements or upcoming events that had not already been mentioned. Commissioner Kummer reminded the Board that he is attending the June seminars in Chelan.

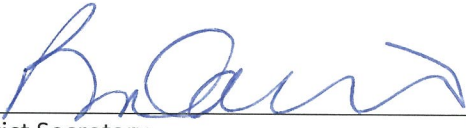
Commissioner Crain asked if there was any other business, which there was none.

The next Commissioner's meeting was set for Tuesday, June 14, 2016 at 1600 hours at Station 81 in Mattawa, Washington. Commissioner Crain said she would be out of town that week and that Commissioner Brixey would

run the meeting. 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) Work Session Workshop, 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 1647 hours.

  
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Chairman

  
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District Secretary