



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 September 8, 2015 and was called to order by Commission Chair Paul Parker at 1558 hours. The meeting was recorded.

The Pledge of Allegiance was led by Scott Nesbit.

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 Gerardo Barajas (came in at 1700).

No members of the public were in attendance to be recognized, welcomed, or provide comments.

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Nesbit, Second: Kummer. 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 stated that the note regarding AP vouchers could be disregarded. The missing payables had been received and input, and a new voucher list was distributed to the Board that superseded the list in their packets. Commissioner Parker asked about the bill from Enduris. Wilson explained that Enduris closed the claim on the 2012 Ambulance 899 accident just last month and the bill was for the deductible. There were no further questions. A motion was made to approve the Consent Agenda as presented. **Motion: Nesbit, Second: Brixey. Motion approved unanimously.** The documents were signed by the Board members.

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

1. Hose testing was completed 8/25/15. There were a number of hoses that failed due to old age.
2. New hoses have been ordered. They have a colored coating that will double the life expectancy of the hoses. Chief said they will be yellow, blue, and red and match the nozzles. There was discussion about the types of nozzles being used.
3. Two of the volunteer Captain positions have been filled by Doug Anderson and Kyle Jamison. The third position is still open.
4. There will be FEMA Leadership classes in Quincy in November this year. Dean Christensen and Brandon Wright are enrolled in this free training. Additionally, there will be monthly Officers Training with the goal of having all officers achieve their Officer 1 certification. There was more discussion on training opportunities.
5. There were no new members to announce. The probationary members are coming to the station for extra training.

Commissioner Parker asked about the reader board sign. Patterson said that he is waiting for the City to provide more information. There was discussion on where the sign would be set up and how it would operate. Commissioner Nesbit mentioned the bricks around the flagpole at Station 82 had been displaced. Patterson said that they had been repaired. It was clear from the tire tracks that a semi truck had pulled around the station and hit the bricks. There was discussion on how to prevent this because it's been an issue before, but no solutions were found. Commissioner Parker asked for an update on BR 817.

Patterson said the shop had trouble getting parts then some contract work came in so BR 817 was put off for a bit. He expected it to be done by the end of the week. There was discussion on how the engine was damaged and how it could be prevented in the future. There were no further questions.

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

1. Financial reports were reviewed. Wilson stated that the petty cash account reconciliation report was not included because the statement had not yet been received. Patterson said Wilson had created a call volume analysis report for the strategic plan that he shared with the Board. There was discussion about call volume. There were no questions or further comments.
2. The next Red Cross Blood Drive is on Monday, September 28, 2015, from noon to 5:00 pm. The date and time was changed to accommodate Red Cross volunteers.
3. Wilson said that when ambulance rates were set earlier this year, a rate for "ALS Non-Emergent" transports was left out. She recommended that the Board set this rate at \$450. A motion was made to set the rate for ALS Non-Emergent transports at \$450. **Motion: Brixey, Second: Kummer. Motion approved unanimously.**
4. There were two member requests regarding ambulance services to be discussed in Executive Session.
5. Health Care Management Associates, our ambulance service billing agent, gave notice earlier today that she will be retiring. Per contract, she must give us 60 days written notice. Patterson and Wilson had discussed this earlier in the year and would now move forward with researching options for this service. There was discussion on what options were available.

There were no additional comments or questions.

Volunteer Association: No report

Committee Reports

1. Safety Committee - no report
2. Budget, Finance, and Audit Committee - no report
3. Insurance and Health Care Committee - no report
4. Policies and Procedures Committee - The "Volunteer Application Process" policy was reviewed, no changes were made. The associated procedures were reviewed. No comments.
5. Emergency Medical/Emergency Management Committee - no report
6. Strategic Leadership Plan Committee - Commissioner Kummer said the committee met last week. He reported that the committee discussed and identified District strengths, weaknesses, opportunities, and threats. The next step is to define long-term objectives. Commissioner Nesbit asked when a presentation to the Board could be expected. Patterson said perhaps in six months. There was discussion about the process and steps involved.

Commissioner Parker commented that most of these committees don't meet or have reports. He suggested that they not be listed on the agenda if they had nothing to report. There was discussion on the number and purpose of the committees. The consensus was to list on the agenda, only committees that had reports.

Unfinished Business

1. The 2015 Proposed Budget Amendment was reviewed. There were no questions or comments. A motion was made to approve the 2015 Proposed Budget Amendment, which balances the budget, as presented. **Motion: Nesbit, Second: Brixey. Motion approved unanimously.**

There was no further unfinished business.

New Business

Commissioner Nesbit asked about the Okanogan Complex fire that Patterson and others were on. Patterson said that he took BR 827 up for five days and two volunteers took BR 828 up for three days. This event was a State Mobilization, which required a minimum 72-hour shift, and became a federal mobilization after they arrived, which required a 14-day shift. There was discussion on the difference between these mobilizations and the fires. Patterson said that DNR Red Card training will be given to all members in 2016 so we can continue to honor our contractual agreements and be compliant.

There was no further additional new business.

Commissioner Parker called for a five-minute break at 1713. The meeting resumed at 1719.

Commissioner Parker announced that the Board would go into Executive Session for 20 minutes per RCW 42.30.110(1)(f) to discuss member requests regarding ambulance services at 1719. **Executive Session from 1719 to 1739. No decisions were made.** The regular meeting resumed at 1740. Commissioner Nesbit suggested that Wilson provide a copy of Resolution 2010-02 to the members.

Announcements & Upcoming Events


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

- Commissioners Brixey and Kummer along with Chief Patterson would be attending the WFCA conference at the end of October.
- The next County Commission's and Chief's meeting is October 13. Commissioners Brixey and Kummer may attend with Chief.

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

The next Commissioner's meeting was set for Tuesday, October 13, 2015 at 1600 hours at Station 81 in Mattawa, Washington. Commissioner Crain said she would not be in attendance because she would be out of town. 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, 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 1733 hours.



Chairman



District Secretary