



## Grant County Fire District No. 8

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### 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 12, 2015 and was called to order by Commission Chair Paul Parker at 1601 hours. The meeting was recorded.

Commissioner Crain led the Pledge of Allegiance.

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

Others present: Interim Fire Chief Dave Patterson, District Secretary Barbara Davis Wilson, Captain Robert Roth, Doug Wells, and Doug Anderson.

A motion was made to excuse Commissioner Kummer's absence due to illness. **Motion: Crain, Second: Brixey. Motion approved unanimously.**

The agenda was reviewed. Commissioner Nesbit asked Secretary Wilson about the change in format. She replied that she made changes based on guidance in the Board procedure document and area districts. He said he objected to changes being made without discussion. A motion was made to approve the agenda reversing items 5) Consent Agenda and 6) Approval of Agenda. **Motion: Nesbit, 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. There were no questions and a motion was made to approve the Consent Agenda. **Motion: Nesbit, Second: Brixey. Motion approved unanimously.** The documents were signed by the appropriate Board members.

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

1. He reported that a second interview was scheduled with a second Captain candidate after the Board meeting. He stated that the candidate was currently a Captain with Hanford Fire Department and a paramedic. Patterson reported that he had already spoken with Yakima County Department of Emergency Medical Services (YCDEMS) regarding having a paramedic in the District and received approval from them and Dr. Acosta. Commissioner Nesbit suggested putting a "PR piece" in the paper to let people know what is going on in the District.
2. The extrication training held on Saturday, April 18, 2015 was a success and well received by all who attended. Another similar training will be held in the fall.
3. BR837 will be back in service in a few weeks.
4. Call volume has been increasing. The average monthly volume is about 30 calls and in April, we had 47 calls. Patterson also stated that fire season is fast approaching and is projected to be a bad year. He also stated that there has been no real mutual aid agreement with the Bureau of Land Management (BLM) for a number of years and he is working to correct this. There was discussion about high fire areas, who owns them, and how responses will be provided in those areas.
5. He will attend the Chief's conference on Monday, May 18, and Wednesday, May 20.
6. Patterson will be attending the National Fire Academy in Maryland May 23-31, 2015 for the "New Fire Chief" course. Only 40 participants were chosen to attend.
7. Chief for a Day is June 11, 2015. The program is a Grant County-wide program that has been operating for several years. Special needs children are chosen by their school districts and assigned to police and fire departments in their areas.
8. SCBAs and masks have all been tested and are good.

Patterson added that Brandy Kirkendall tendered her resignation yesterday after more than 5 years of service. She will be greatly missed. The Board asked Wilson to send her a thank you card. Patterson said he had nothing else to add. There were no questions.

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

1. Financial reports were reviewed and there were no questions or comments.
2. There has been no work done on the Board of Volunteer Fire Fighters Pension research issue due to call volume and the magnitude of the project.
3. The HeartStart upgrades have been completed. The hospitals still have not provided email addresses to send reports. We may need to look and a patch option.
4. The annual report is very close to being submitted. It is due May 30, 2015.
5. The next Red Cross Blood Drive is scheduled for Tuesday, May 26, 2015.

Additionally, Wilson recommended that the Board surplus the old cellular phones and recently replaced computers. The old cellular phones have very little value and can be donated. The old laptop was purchased used and could be offered to the volunteers at a reasonable price. A motion was made to surplus all of the old cell phones and technology then dispose of them as appropriate. **Motion: Parker, Second: Brixey. Motion approved unanimously.** There were no additional comments or questions.

**Volunteer Association:** Doug Anderson reported that "it is business as usual." The Lions Club asked the Association to help with a Hot Desert Nights concession, but the Association voted against it because involved serving alcohol. Janet Eckenberg has volunteered to chair the fundraising committee. Commissioner Nesbit asked what kind of fundraising events are planned. Anderson discussed several ideas. Nothing is firmly planned yet. Anderson went on to discuss extrication tools. He said that they are becoming outdated. The cutting tools can't cut through some of the new metals being used in the new cars. He explained more then asked the Board to consider budgeting for upgraded tools next year. Patterson researched the tools needed and has found some options he will bring to the Board at budget time.

#### **Committee Reports**

1. Safety Committee - had a meeting last month. Minutes were not available at Board meeting time. The main topic of discussion was the extrication training and need for new tools.
2. Budget, Finance, and Audit Committee - no report
3. Insurance and Health Care Committee - no report
4. Policies and Procedures Committee - The firefighter and EMT job descriptions are almost complete. Patterson and Wilson need to review the latest versions and they will be on the agenda for next month.
5. Emergency Medical/Emergency Management Committee - no report
6. Strategic Leadership Plan Committee - Patterson stated that Commissioner Kummer scheduled a meeting with a strategic planning vendor on Thursday, May 14, 2015. The committee is to attend (Kummer, Brixey, Patterson, Anderson, Wilson).

#### **Unfinished Business**

Commissioner Nesbit asked for an update on the disposal of the surplus items behind Stations 81 and 82. Patterson said the wood and pallets were removed yesterday. DNR has not come to inventory trucks, so two decommissioned trucks are behind Station 81. Commissioner Parker gave Patterson contact information for scrap metal disposal. There was discussion about the surplus items at all stations.

There was no additional unfinished business.

#### **New Business**

Anderson stated that Captain Dan Argo of District 10 contacted him to discuss training for a ropes team. He said they train every third Sunday of the month. A few of our members had expressed an interest and the District 10 team is looking to recruit more members. Anderson asked the Board for their feelings on participating since we have the ropes and there is no cost other than mileage to the training.

Commissioner Crain suggested getting a copy of the instructor's certification. Patterson said the District would not support it, but if members wanted to participate on their own, that would be fine. He said he would mention it at training tomorrow night.

There was no additional new business.

### ***Announcements & Upcoming Events***

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

- Chiefs and Commissioners Meeting on June 9, 2015 at 7:00 PM in Ephrata - Patterson attending
- Active Shooter Training by the School District on June 9, 2015 with a debriefing on June 10, 2015 - Staff attending and volunteers invited to participate
- Commissioners Saturday Seminar and Workshop June 5-6, 2015 - Commissioners Brixey and Kummer are registered to attend
- Grant Writing Clinic in Kennewick on May 18, 2015 - Patterson is registered to attend

No Executive Session was held. Commissioner Nesbit suggested keeping Executive Session on the agenda in case one is needed.

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

The next Commissioner's meeting was set for Tuesday, June 9, 2015 at 1600 hours at Station 81 in Mattawa, Washington. 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 1745 hours.



Chairman



District Secretary