



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 July 12, 2016 and was called to order by Commission Chair Debra Crain at 1602 hours. The meeting was recorded.

The Pledge of Allegiance was led by Debra Crain.

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

Others present: Fire Chief Dave Patterson, District Secretary Barbara Davis, and Carlos Morales.

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 payroll and the Pasco Tire bill. A motion was made to approve the Consent Agenda as presented. **Motion: Brixey, Second: Parker. 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 continues to increase. He presented a 5-year comparison, call volume analysis for year to date 2016 and 2015, and call volume responses by staff members in 2016. Call volume is still trending up and is about 24% over the average of the last five-year's call volume.

1. BR 818 and Command 800 - Both trucks are online now, just need decals, which are scheduled to be put on by the end of the month.
2. Red Card Training - Half of our people have completed the training and received their cards.
3. Countywide Burn Ban - The county fire chiefs and fire commissioners are trying to get the county commissioners to enact a countywide burn ban for the remainder of July and August.
4. EMT Class - Darryl and Robert have completed the EMT class and are preparing for the National Registry test.
5. City of Mattawa Contract - Chief said he needs to review the contract with the City. Currently, about 42% of all calls originate within the city limits. The contract constitutes about 5% of our revenue. There are plans within the city limits that will directly affect the fire district and the services called upon to protect life, property, and the environment for a larger population. The City contract will need to reflect these changes. There was discussion about impact fees for the development of residential areas.
6. Strategic Planning Meeting - Chief told the Board that he would like to schedule at least one strategic planning meeting before the 2017 budgeting process begins to ensure we are all on the same page. Davis is to email Chief and the Board with proposed dates and agenda.
7. Mattawa Community Day - Saturday, July 30. Chief applied for several positions in the parade and the district will sponsor a bouncy house for fire prevention awareness.

Chief had nothing further to add and there were no questions.

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

1. Financial reports were reviewed. There were no questions or comments.

2. Rug and Linen Service - Davis reported that the AlSCO contract expires in September of this year. She gave the Board a copy of the letter sent to AlSCO terminating the contract. US Linen will provide a quote this month.
 3. Blood Drive - The next drive is scheduled for Tuesday, 7/26/16, from 12:00 pm to 5:00 pm.
 4. Vacation - Davis will be on vacation Thursday and Friday, August 4 and 5.
- Davis had nothing further to add and there were no questions.

Volunteer Association: No report.

Committee Reports: No report.

Unfinished Business:

1. Board Workshop Session - A suggestion was made to have this session at the same time as the strategic planning meeting.

There was no additional unfinished business.

New Business:

There was no new business.

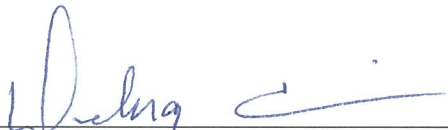
Commissioner Crain asked the Board if there were any issues to discuss in Executive Session. There was none.

Announcements & Upcoming Events

Commissioner Crain asked the Board if they had any announcements or upcoming events that had not already been mentioned. Davis pointed out the WFOA Conference flyer provided in the Board packets. There were no other announcements or events.

The next Commissioner's meeting was set for Tuesday, August 9, 2016 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 1702 hours.



Chairman



District Secretary