

SPOKANE COUNTY FIRE DISTRICT 5
REGULAR MEETING MINUTES
November 26, 2012; 7:00p.m. District Office
17217 W. Four Mound Rd., Nine Mile Falls

Members Present: Gary Pietz, Larry Wendlandt and Isla Durheim.

District Secretary: Carol Harrington

Guests: see attached sign in sheet

Time Meeting Began: 7:00p.m.

- **Flag Salute**

- The minutes from the October 22, 2012 Regular Meeting were reviewed; Carol corrected a spelling error that Isla pointed out. **The minutes were then approved as corrected.** The minutes from the November 19, 2012 Special Meeting were reviewed; Carol corrected a name spelling per Isla. **The minutes were then and approved as corrected.**

- **The treasury report was reviewed.** Carol read the report aloud.

- **The November bills** were reviewed. Carol will check on Stadium Sports embroidery charge. Larry motion to accept the bills as presented; Isla seconded the motion and **the expenses were approved as presented for \$4,033.50.**

➤ **Secretary's Report:**

- I have not been given the documentation regarding Bonnie's notification to volunteers not meeting response/training statistics yet; I need this for my report to the Board of Volunteer Firefighters. Bonnie said she talked to a BVFF representative at the WFCFA Conference and was told we are all fine and no report is due. Carol said she is responding to a direct letter from the BVFF requesting the information and that it is sent ASAP; she has been preparing this annual report for the BVFF every year she has worked here. She offered to get the letter out. Bonnie said that is fine and she will have the report done tomorrow. Discussion followed regarding reports that deal with 2011 and 2012.
- Carol would like more information on what occurred and what was discussed at the November 19th, 2012 Special Meeting – specifically items 2 and 3. Item 2 has to do with volunteers returning gear upon their termination or quitting. We will be cleaning up the way we check out and in gear as well as a statement saying the volunteers must turn in equipment and PPE within a certain time frame. Whatever Bonnie and Scott work on at home will be digitally sent to Carol so it will be on the district computer. On item 3, Carol said that though she had told a commissioner that she could attend the special meeting, she was told she was not needed at the meeting. She came to work the day after the meeting and found a small note in the Medical Incident Report box written in pencil stating she was not to correspond with the volunteers directly but submit her correspondence to the Chief and Board and they will send it on. The slip of paper was signed by the board. She asked why the board went into an executive session during the meeting on the 19th. Gary said it was to review the performance of an employee. Carol asked if she was the employee. Gary said yes. Carol asked if any complaints or charges were brought against her. Gary said yes, however, he did not know at the time that that would happen; Larry also stated that he did not either. Carol read the RCW's pertaining to executive sessions, specifically RCW42.30.110(f)(g) and discussed the differences and legalities between the two referencing Brian Snure's publication further explaining the codes. Gary said that he would take the responsibility for the board's mistake in allowing the executive session to go from

a review (g) to a complaint (f) as well as not allowing Carol to make the decision as to whether she would like the complaint aired in executive session or in an open public meeting. Carol said she has the right to have the complaint aired now in open public meeting according to legal code. Gary told her volunteers were upset and had complained about her emails. Carol asked how many volunteers were upset and had complained; Gary did not know. She asked if it were more than one email; Gary said yes. Carol said she had never received any correspondence nor had talked to any volunteers regarding a problem. Carol read from an email she had initially sent to the volunteers regarding the monthly calendar; she then referred to a reply from Ken that she, as well as several other volunteers, thought was verbally abusive to her. She would like to know what Ken found upsetting in that email. She finds nothing warranting his response. She thought establishing a clear Chain of Command was fine but that the way the board and Fire Chief handled it was out of line. Bonnie has complained in the past more than once that she wishes if anyone has an issue with her to come directly to her and not go behind her back. Carol said that is what the Chief has done to her—circumvented her more than once instead of coming to her with any problems. Bonnie went to other Chiefs as well as called BVFF on the reports Carol has needed from her for the past three months—why didn't Bonnie just come to her? She has never had one complaint regarding her correspondences in almost ten years of service with this district. She stated that some correspondences are time sensitive and that both the Chief and board members need to fully realize that as they would be handling them now. She is more than willing to try this way of correspondence but would like the Chief and board members to come to her directly with any future problems or concerns. She also reminded the board and Bonnie that this new Chain of Command has the volunteers corresponding with her through Bonnie and the board.

- Supply Request: N/A

➤ **Correspondence:**

- Open Public Meetings and Public Records Seminar.

➤ **Fire Chief's Report:**

- Recruitment: None

- Truck/Equip. Status: All are winterized.

- DNR GRANT Carol has turned it in. Carol did a great job at writing it up.

- Training Status: Extraction with a vehicle from Spalding; need to send a thank you card.

- EVIP training; OTEP Training will be tomorrow (Trauma). Many of the volunteers are caught up on training now with officers here on Saturday working with those that needed it.

- Chief: Chief Meeting - Small group this month; talked about new CCC and about State Mobilization. Attended Emergency response meeting at SCC - a lot of talk about how the emergency teams handled Sandy. WFCA Commissioner's Seminar in Yakima was full of great information.

- New business: Dec. 8th with Safety with Santa; Dec. 14th Volunteer's Christmas gathering. Tender/Pumper is on schedule. Deck gun is in the specs now. Completion date was discussed as well as inspections at the factory, then at General Fire before final delivery here. We will send someone back to the factory to be there for the inspection. Rosenbauer is going to send an invoice before Christmas; we need to get with Brenden to make sure the invoice is correct. Carol will call Brenden on this as well as get a letter for December's meeting for the commissioners to sign regarding where we are taking delivery—which is here at Station 51, which affects how much sales tax we pay. There will be two separate

checks: one to General Fire (truck and all equipment) and one to WA State Department of Revenue (for tax) that together match the exact amount awarded on the grant. We are responsible to pay our 5% match.

➤ **Old Business:**

1. **Review of Policies/Procedures:** Board will approach this in January after the holidays.
2. **2011 AFG Grant:** Discussed under Chief's report.
3. **2012 AFG Grant:** Carol reported there is no news on this yet.
4. **DNR Phase II Grant:** Discussed under Chief's report. We should hear in a couple of months on this.
5. **Station 52 Tagging/Paint/Cameras:** The lights are up and we could possibly paint the station; there are still some areas that show tagging. Gary said that the motion lights are activated by traffic on the west and east side; a neighboring resident would like us to adjust the sensitivity of the lights. Scott and Bonnie will do that. They also think that Station 51 could use lights like that for safety. Darel from SilverStar Electric may be able to give us a quote.
6. **Legal Action Re: unreturned/check-in PPE/Equipment:** Bonnie said all the gear is in other than some small items that were not recorded on the check-out sheet. She verified that she does have the board's okay to get more radios.
7. **2013 Levy:** After review of the levy resolution and certification, Larry motioned to approve Resolution 2012-01; Isla seconded and the motion passed unanimously.

➤ **New Business:**

1. **Attack 51:** Larry asked Bonnie if she had ever heard from Wade regarding a new engine bid on the rig. She did check with him but he was very busy; she will check with him again.
2. **Reimburse Bonnie for Pizza:** She bought the crew pizza as they came in on a Saturday and worked hard training. The board said yes.
3. **Budget for 2013:** Bonnie would like some monies set aside for Education and wanted to make sure she can be in on the planning of the upcoming budget. Carol will make sure she gets all documents necessary to be involved in the budget meetings.

Public Concerns: None.

There was no other business.

The next regular meeting will be December 17, 2012 at 7:00p.m. *The next Monday where we would regularly have our meeting would be December 24th on Christmas Eve.*

The regular meeting adjourned at 8:32p.m.

Spokane County Fire District 5 Chairman

Spokane County Fire District 5 Commissioner

Spokane County Fire District 5 Commissioner

Attest: Spokane County Fire District 5 Secretary