

SPOKANE COUNTY FIRE DISTRICT 5
REGULAR MEETING MINUTES
February 25, 2013; 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: 7:02p.m.

Flag Salute

The minutes from the January 28, 2013 Regular Meeting were reviewed then approved as presented.

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

The February bills were reviewed. Isla mentioned that she had Carol remove a bill just prior to the meeting: Snure Law Office for \$105.00 for preparation of Discrimination Policy; she and other commissioners were told at the WFCFA Conference in Pasco that that information would be freely available if they contacted the Snure office. **The expenses were approved as presented: Vouchers: A/P #957 through #970 totaling \$3,627.25; P/R #632 totaling \$861.71.**

Secretary's Concerns: Supply Request: N/A; Isla Durheim is registered to attend the WFCFA Saturday Seminar Series in Spokane on March 9th, 2013 on "*Financial Planning & Budgeting: How to Manage the Process.*"; does the board want the amount of the tax paid on the grant truck transferred from the reserve fund to the general fund (\$29,990.47)? The board does want Carol to make that transfer.

➤ **Correspondence:** : Enduris 2012 Annual Report, Firewise Communities Workshop pamphlet, WA Cities Insurance Authority seminar, WFCFA letter regarding flash drive contents and directory, WFCFA 2013 Conference notification with hotel recommendations, WFCFA 2013 NW Leadership Seminar pamphlet. Firewise Workshops were discussed; Bonnie will keep our board informed of how our community may be involved. Carol will make reservations for two rooms and two attendees for the WFCFA 2013 Conference in Pasco.

Fire Chief's Report:

Truck/Equip. Status:

E51- New and will be in service on March 1st, 2013 "If Radio is in"

Train the Trainers was on 2-16-13 General Fire

Train the Trainer for pump and drafting 2-19-13 Mike Flint

T-51 has been winterized would like to make sure that no issues with new engine before surplus.

Old E-51 is still in service till we are 100% sure no issues with new E-51

Once we have the new truck in service and old trucks stripped we will be needing to fix some trucks one by one.

T52 soon to be T51 is 1st on our list due to it being our only Tender now.

Tire Chains: Board instructed Scott Lynch to get quotes on both parts and tools to fix the chains as well as new chain prices and report at next meeting.

Training Status:

Will be starting FF1 in March the cost will be \$350.00 per volunteer plus books this will be 220 hour course for the basic Fire Fighter 1 Structure. Discussion followed regarding the class. Eleven volunteers have signed up. Local instructors will teach it here at Station 51 Friday evenings and Saturdays. Board supported and told Bonnie to move forward with this process. Feb. 5, 2013 Salvage, Knots, Search and rescue.

Feb. 16, 2013 New Truck

Feb. 19, 2013 New Truck Portable Tank training with Tender

Feb. 22, 2013 2 volunteers have done the 2nd^t step of CPR training. One step left.

Discussion followed regarding training CPR Instructors who may then offer CPR classes to our residents here in the district. Board supports these efforts.

Feb. 23, 2013 two volunteers went through an all-day class on Fire Safety & Training for Fault the cost was \$30.00 but I put it in to our Insurance Co. Enduris and they picked up the cost.

Chief's Meeting,

Old business

BVFF retirement

DNR Grant: Board said to go ahead and begin ordering and paying for grant items. GPS and GIS was discussed regarding how technology may serve volunteers and response to public.

New business:

Volunteers Policy: Bonnie said she has a draft of a new policy to add volunteers as well as their orientation process. She will get the board members a copy.

2012 – Bonnie gave an overview.

2013 – Bonnie gave an overview of goals.

2012 Banquet will be on March 23rd; will be low-key and at a member's home site.

➤ Old Business:

1. **Review of Policies/Procedures: Board** will meet on Wednesday, March 6th at 8a.m. Add the Budget and Volunteer status to agenda.
2. **2011 AFG Grant: Board** Discussion on new truck, compartments, drop tank, and getting the radio system in and working. Old E51 still in service until further notice. We will not surplus older E51 and T51 until further notice. Carol will contact Day Wireless regarding install of our radio in new E51 tomorrow morning.
3. **2012 AFG Grant: Carol** No news on it yet.
4. **A51:** Larry reported on motor for this vehicle; he can get the engine at cost and would charge \$2,000-2,500 in labor. Carol will check on legality of him working on this and charging district for it.
5. **T52:** Lights are a problem; board agreed to have Shawn Bro work on this and bill the district.
6. **Station 52:** Isla asked if there are any new "taggings" or spray paint on that station. No, the prior paint still shows. We will wait until the weather warms up to paint it and see what happens.
7. **Emergency Reporting System:** Isla asked how the process is going with Bethany entering data. Discussion followed regarding inventory being entered. Discussion ensued on new

documents being generated on personal computers at volunteers' homes but not getting to Carol to store and keep on the district computer. Larry suggested a network be set up to make it easier for members to access docs they need, as well as have the secretary protect certain docs from being manipulated. Carol will contact Brandon Meiers regarding this and report back to the board.

➤ **New Business:**

1. **2012 DNR Grant: Carol** - We got the grant. Was discussed in Chief's business.
2. **New Volunteer Applicants:** Much discussion on the current process works regarding getting volunteers on the crew. Policy on this will be discussed at the special meeting for policy. The board voted on 3 new recruits:
 1. **Shawn Bro:** Isla made a motion that he be accepted pending his passing the physical; Larry seconded. All in favor and the motion passed.
 2. **Jason Burdick:** Isla made a motion to accept him pending all paperwork is done; Larry seconded. Gary voted nay. The motion passed 2 ayes; 1 nay.
 3. **Cory:** The board agreed to proceed to the interview process with one commissioner present with the power to recommend Cory for a physical and pending his passing that get him on as a volunteer.

Public Concerns:

Bonnie Cobb commended Larry Wendlandt for sticking to his decision on the grant truck when others went against his idea of what kind of truck it should be.

There was no other business.

The next regular meeting will be March 25, 2013 at 7:00p.m

The regular meeting adjourned at 9:12p.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