

Spokane County Fire District #5
January 23, 2008 Special Meeting Minutes

Members Present: Jim Ryan, Sheri Rhoads and Todd Lehman

District Administrator: Carol Harrington

Time Meeting Began: 1:00p.m.

1. **Procedure for Adding Volunteers:** Discussion regarding “reasonable response time” with volunteers living outside the fire district. Jim discussed past volunteers who responded out of the district. Also discussed volunteers who may be “seasonal” and gave example of college age students who may be in district in the summer only. Discussed how much money the district can invest in those volunteers. The interview questionnaire sheet was discussed. Jim discussed what FD9 does regarding truck training. Volunteer availability was discussed in question one. Todd shared why the old question sheet with the rating score was first used. It was better for liability regarding how the district could explain why one volunteer was hired and one may not have been hired. DWI segment was discussed. The board worked question by question comparing the old interview sheet with the current one. The goal was to “marry” them as they both had good points to offer. One year evaluations were discussed; there is no current form for those evaluations but we need one. Carol will check to see what other fire districts use and Todd may be able to bring an example from where he works. After Carol typed up the draft, run it by Kjell and the two station captains for their input.
2. **Development Requirements:** Discussed Spokane County Building and Planning codes and how our district is notified of developments in our area. Carol will call the building and planning department to ask who is responsible for the maintenance of the roads in private housing developments. The board felt that our policy is a very good one and just wanted to draft a change in the form of an addition adding the option of a dry hydrant for housing developments.
3. **Policy on EMT Course Fees:** Take out the first phrase; “Upon the Fire Chief’s and EMS Captain’s approval...” so that it just says that SCFD5 will pay the fees.

Carol gave copies of the Organization Policy and the Drug and Alcohol Policy to each commissioner for review for the next special meeting which will be January 30, 2008 at Station 51 at 1:00p.m.

There was no other business.

The meeting adjourned at 2:47p.m.

The next regular meeting will be January 28, 2008 at 7:00p.m.

Spokane County Fire District5 Chairman

Spokane County Fire District5 Commissioner

Spokane County Fire District5 Commissioner

Attest: Spokane County Fire District 5 District Administrator