

Spokane County Fire District #5 Feb. 8, 2008 Special Meeting Minutes

Members present: Jim Ryan, Sheri Rhoads, and Todd Lehman

District Administrator: Carol Harrington

No guests present.

Time Meeting began: 1:14pm

1. Organization Policy Review:
 - Sheri ques on disclaimer stmt: procedures and practices...what are we talking about? We have a district policy. Jim said it goes back to the RCW re: volunteer definition. Sometimes it may seem clouded. Sheri is questioning the part in the disclaimer re: duty of a volunteer with the Part II, Sect. 1 "termination procedures." Todd suggested to just take the word "procedures" out of Section I. Jim and Sheri agree.
 - Section V cut and paste general function of job desc. for that.
 - Part II sect. II: Fire Chief...Sheri thinks all job descriptions, not just the Chief's should be included in the Org Policy. The idea of attaching the job descriptions as addendum's (attachments) was discussed. Sheri liked Jim's idea of listing the job desc. under Part II, Sect 2, discussion followed re: best way to align and assign section numbers denoting job descriptions. We do not have a job desc for EMS Coor, Rod. He is currently working on a job desc with FD10. Put him in above EMS Lt. in chain of command.
 - Section 3: pg 3 of 5: Sheri noticed senior member was still in there. We need to take it out.
 - Section 4: Jim stated that this refers to the bunker gear and such. Wildland boots were discussed as far as Red Card trng and the district purchasing the boots for the volunteer.
 - Part II FF and Medics: Sect. 1 EVAP is okay. Sect 2. Sheri asked about the word "procedures" and asked if we have standard op procedures. Carol said that Kjell is currently working on SOP's but it will take a long time. Carol will insert the word "training" in front of "procedures".
 - Sect. 4 pg 4: Sheri asked about the 3rd sentence down re: privileges with the equipment. Jim said it probably goes back to the EVAP course. Carol will take out the line about pert. Info. and reword.
 - Sect. 5 re: civilians in Fire Dist. Vehicles. Re the command rig – on a non-emer run could, for example, Corky ride with Ron to the Award Banquet but not on a run? Sheri suggests it state that we take the Command Rig "out of the basket" in the wording. Carol will add the sentence stating that civilians may accompany personnel during non emer. Dist functions.
 - Section 12: add that it has to be documented.
 - Section 14: reword
 - Section 15: change Fire Chief to Admin.

2. Drug and Alcohol Policy
 - No changes

Next meeting will review Inf Hep B policy, Litigation Policy, Records Policy Feb 21, 2008 at 1pm
Adjourn at 3:10

Spokane County Fire District5 Chairman

Spokane County Fire District5 Commissioner

Spokane County Fire District5 Commissioner

Attest: Spokane County Fire District 5 District Administrator