

Spokane County Fire District #5
February 22, 2009 Regular Meeting Minutes

Members Present: Todd Lehman and Gary Pietz. (Larry Wendlandt unable to attend; he is out of state.)

District Administrator: Carol Harrington

Guests: see attached sign in sheet

Time Meeting Began: 7:00p.m.

- **Flag Salute**
- **The minutes from the January 25, 2010 Regular Meeting were reviewed;** change “Marv Davis” to “Gary Pietz”. **The corrected minutes were then approved as presented. The minutes from the February 1, 2010 Special Meeting were reviewed and approved as presented.** Guests were provided with a copy of both sets of minutes as well this meeting’s agenda.
- **The treasury report was reviewed.** Carol read the report aloud.
- **The February bills** were reviewed. The Northern Energy bill was discussed in regards to propane usage as well as what the station bay thermometers were set at. The board felt that new thermostats in Station 52, as well as a new one for Station 51 should be purchased and installed. Todd made a motion to accept the bills as presented; **the expenses were approved as presented for \$2,770.78.**

Administrators Report:

- The records for the BVFF for the last 5 years are complete and ready to be mailed.
- Preparing annual reports for USDA and the WA State Auditor

Correspondence:

- Email from Municipal Research and Services Center (MRSC) re: presentation on roster lists and maintaining a small public works and consultant rosters; March 17, 2010 at Community Center, Airway Heights.
- WA State Fire Chiefs sent us an invoice for 2010 membership dues \$300 should we choose to continue to be a member.
- Inland Power & Light raising their rates an average of \$8/mo regular residential customer but they are still lower than 98% of all other coops in the nation.
- Email from WA State DOH re: EMS Certification Testing. Copy to Chief and all Commissioners
- Brandon Meiers, our website manager, emailed information on number of hits the site tracks; it is confusing right now but he is working on it. He also has redesigned the site and it looks great. He is able to post news very quickly.

Fire Chief’s Report: Ron handed each commissioner January stats report regarding training and call response.

- **Personnel:** Courtney Patterson is now a responding EMT. Four firefighters took a Red Card class at Reardan FD4.
- **Training:** We will have a training burn at Wood Rd. and Four Mound Rd. March 6, 2010; all commissioners are invited to observe.
- **Stations:** N/A
- **Equipment:** N/A
- **Other:** March 14, 2010 is our annual Awards Banquet; all commissioners are invited to attend. He went to the Chief’s meeting on February 4th at the Fire Training Center. Andrew Steinbeck, of DNR, reported that we have the same weather pattern going on now as we did in 1993 when we had more than the normal number of wildfires so be ready. On February 16th the Chiefs met with DNR on our mutual aid agreement for all of Spokane County. This was the second meeting concerning the extension of the agreement for one year until the rates of pay can be agreed upon. The DNR wants contractor’s rates and the Chief’s Association wants the Chief’s rate of pay. On state mobilization fires Chief’s rates apply until the fire is controlled, then the contractor’s rates go into effect.

Old Business:

1. **Website: Carol** This was discussed in the Correspondence section.
2. **2009 Award Banquet: Carol and Ron** This was discussed in the Fire Chief’s report.

3. **Water Tanks at Greg Luchts: Board and Ron** Todd said we should get pictures of the tanks and try to sell them on Craig's list. Todd will call Greg and discuss it. Gary reminded Carol to get a resolution to allow the tanks to be listed as surplus.
4. **Generator: Ron and Larry** Move to next meeting as Larry is absent.
5. **Recruitment: Ron** Todd said that Josh Cobb could be a possibility. Ron said he would talk to him to see if he is planning on staying in the area. Gary suggested advertising the need for volunteers; to put it on the reader board, website and The Outpost.
6. **Organization Policy:** Todd said we need another special meeting to finish this up as it is a timely thing and Larry is not present.

New Business:

1. **Supply Request: Carol** 3 rolls paper towels, coffee filters, coffee, disposable coffee cups, paper plates, plastic forks, sugar, creamer, black ink cartridge for district printer at home and black and color ink for Station 51 printer. Totals approximately \$200? The Board approved all supplies requested.
2. **Supply Request: Ron** Need a creeper for Station 52. Gary said he went into Station 52 and it is a mess; there is stuff all over the floor and boxes stacked in places. Ron said he was just there this morning and it looked okay. Gary said it needs to be cleaned up. Ron said we need shelves and that Gary could help him organize the station. Ron said he also needs a light bulb. Gary asked what Ron needs the creeper for. Ron said to do truck checks. Todd said it was fine to go ahead and get a creeper. The drain valves on the Tender's air tanks should be accessible. Ron wants to fix a light over there and the light is out in the first bay. A portable radio is not working and he wants to take it in to Valence Communications. Gary asked if we have a spare. Ron said yes. Todd and Gary agreed to put the spare into use and shelve the one not working for right now. Ron said that some of the radios are Motorola and some are Icon; some have ground channels and some do not. Todd said to see if we can get a ground channel built into them in-house. Ron will check into that. Todd also said that the drain valves should be drained after each use and the alcohol evaporator's should be checked annually; he will show Ron how to do that. Ron said we need an oil change for the Command Rig at J&J Lube. Gary and Todd said that was fine, go ahead and get it checked.
3. **SCBA Annual Check:** Gary asked Ron if there is a procedure to for keeping the SCBA and O2 bottles current. Ron said the SCBA's should be tested every five years; the next set is due in two years. Gary asked if Ron has that marked as a reminder. Ron said no. Carol offered to build a reminder in the FirePrograms software system as well as any other reminders Ron may need. Todd said the tanks and bottles should be set up so they are staggered every year for testing. Ron discussed how we got the SCBA's with two different expiration dates.
4. **Volunteer Stats:** Gary would like the current month's stats from Ron regarding his hours and the volunteers' activity. Todd asked whether Scott Lynch's stat of 0% is before his work exempt letter. Ron said no. Gary asked about Bill Leonard. Ron said Bill is out for medical reasons. Gary said we need a doctor's clearance in writing before he can respond. Ron said he would let Bill know that.
5. **Log Books in Trucks:** Gary said that log books should be kept in each truck. Ron said he did not know that was a decision that had already been made. Gary handed Ron a sheet he suggested Ron could use. Todd took a look at it also. Carol asked Gary if any forms the district will be using could please be emailed to her as all district forms should be kept on the district computer.
6. **Saturday Seminar:** Gary reported that he attended the seminar and has more information he can provide if someone wants to know the details. He said most counties invest their money in a pool or account. Do we do that? Carol will find out. He said resolutions are the best way to record things that may be questioned at a later date. The resolution that allows a commissioner to also be a responder needs to be voted on every time there is a change in the board and the decision has to be unanimous. Gary asked Carol for a copy of the resolutions in years back as he did not get them from Marv Davis when the commissioner information was passed on. Carol will make another set of copies.

Public Concerns: There were no public comments listed on the sign-up sheet. **Patty Bonner** said she had some questions she would like answered. She said Carol did not include in the January meeting minutes the circumstances leading up to her comments and others would not know what it was about. Did Todd ever get hold of Courtney Patterson? **Todd** said he called her and left a message but she has not replied. **Patty** went on to say that on the paperwork she got tonight listed Scott as not excused for CPR training but he has his CPR card and a copy of it in his district personnel file. **Ron** asked Todd if he wants him to excuse Scott for that absence. **Todd** said he should be excused for that time period, but it's not just up to me. **Gary** said Scott needs to keep up his 75% when he is available. **Todd** said he told Scott he could also get a video or the paperwork on that missed training to make up for it that way. **Ron** asked if the board wants to make the decisions on excusing volunteer absences. **Todd** said that they could review the stats. **Gary** said Carol should give copies to the commissioners at the next regular meeting. Bill Leonard's medical leave was discussed and Carol reminded all of the HIPPA laws on medical privacy. **Ron** said we have Bill listed as a Safety Officer and only give him light duty. **Todd** said be careful on how many members you list on light duty; it can lead to trouble and is a bad road to go down. We do not have light duty here in the fire district. **Ron** said then we'll lose him. **Todd** said he did not know about that. A Safety Officer has expectations in certain environments. If Bill can come back and perform all the necessary duties with the doctor's release, then that is fine. But if something happens on a fire we are liable. We had trouble with him once on a fire when he had a heart attack and the chopper had to take him in. It is a strenuous environment. If Bill has a problem with something, he can call me. **Gary** said he backs that decision. **Ron** will keep them posted.

There was no other business.

The next regular meeting will be March 22, 2010 at 7:00p.m.

The regular meeting adjourned at 8:50p.m.

Spokane County Fire District5 Chairman

Spokane County Fire District5 Commissioner

Spokane County Fire District5 Commissioner

Attest: Spokane County Fire District 5 Secretary