

**Spokane County Fire District #5**  
**November 22, 2010 Regular Meeting Minutes**

**Members Present:** Todd Lehman and Gary Pietz (Larry absent due to weather; he is out of town)

**District Secretary:** Carol Harrington

**Guests:** see attached sign in sheet

**Time Meeting Began:** 7:07p.m.

- **Flag Salute**
- **The minutes from the October 25, 2010 Regular Meeting were reviewed. Gary made a motion to approve them, Todd seconded and the minutes were approved as presented.**
- **The treasury report was reviewed.** Carol read the report aloud.
- **The November bills** were reviewed. The EMT class fee for Jason Burdick was discussed. Gary said that he had only made 5 of the 48 calls so far this year; we need some criteria set up for this. Todd and Gary agreed that it needs to be discussed but when all three commissioners are present. It should be put on the December agenda. Gary made motion to accept the bills as presented; Todd seconded and **the expenses were approved as presented for \$4,166.90.**
- **Secretary's Report:** Carol will take in a water sample before the end of the year for the annual bacteria water test; the nitrate test is not due until the end of 2011.
- **Correspondence:** Spokane County Building and Planning sent a notice regarding a meeting to move the approval for subdivision ordinance waiting period from 5 to 7 years.
- **Fire Chief's Report:**
  - **Personnel:** see in Old Business
  - **Training:** The 1<sup>st</sup> training of the month involved classroom ventilation. The 2<sup>nd</sup> training was practical ventilation where we used the SCBA's, ladders and chainsaws. Dan Patterson did a great job setting this training up even constructing a pitched roof with several sheets of plywood for this; he donated a lot of time and materials for this. We also had an officer's meeting the second Tuesday working on Command in a tabletop control exercise. We had OTEP here on airway management.
  - **Stations:** N/A
  - **Equipment:** All the trucks and tanks are winterized.
  - **Other:**

**Old Business:**

1. **Recruitment - Ron:** The three new recruits have their physicals set up for this coming week. They have been coming to some training meetings and drills just to observe. Larry came to the last training and there was a lot of good discussion on how to follow and record volunteer activity. Rod created a tracking sheet for firefighter training similar to what the EMT's use to track qualifications for certification. It is called FF Core Task Sheet. It was handed out to see what the team thought as well as what Larry thought. It covers quarterlies and different classes we offer regarding required training. The team members want to do away with the whole percentage idea and use this Core Task Sheet modeled after the NFPA (Natl Fire Protection Assoc.) guidelines. We also need a change in the Organization Policy regarding leave of absence. Ron did talk to Cindy Date and she is interested in taking a leave of absence. Insurance covering those taking a leave of absence was discussed; Carol will check with the Board of Vol. FF to make sure of the coverage during an absence. The team thinks this is a good start in tracking a volunteer's quality of training instead of just the quantity of training.
2. **Command Rig - Ron:** It is now at Mike Flint's home as he is removing items we want to keep from the rig. We do have an offer for it for \$1,400. Ron said Larry told him we don't have to do much of anything regarding bids and the sale of it other than to make sure we get market value for it. Todd thinks that would be fine but we should still wait for Larry as he is the one who talked to Brian Snure regarding what is required to sell a district vehicle.

3. **Overhead Fans for St51 - Carol:** The fans are in and running. Ron said Darel also replaced the lights as Ron tried changing the bulbs and they still would not work (this is for St52). The SE outside light is very old and needs to be replaced; Darel will fix that also.
4. **Organization Policy signed by volunteers – Carol:** I have received signature forms from all but 3 volunteers.
5. **County Hearing re: Southbank Rd.:** Gary went to the meeting. The county engineers disapproved it being gated. We have not had any new information regarding Gray Rd.

**New Business:**

1. **Supply Request – Ron:** He would like to attend the SCFCA annual dinner meeting. Todd said fine. There is a new field medical report that takes the place of the Medical Incident Report. Ron ordered 500 of them for about \$40 as we are required to use them by January 1, 2011. Gary doesn't see why we need 500 of them; how do we know the county won't change something on the form and then we are stuck with hundreds of forms. Ron said he would order 250 of them. We need antifreeze as we are low on it. We need 3 pairs of suspenders for structure gear, 3 pairs of structure gloves, Hepatitis B shots, and to refill 4 empty O2 bottles. The board approved Ron's supply request.
2. **Supply Request – Carol:** She needs a roll of stamps, a pack of pens and a case of paper. All board approved.
3. **WFCA Conference:** Larry is gone so this will be moved to December's agenda.
4. **Amendment to the Ambulance Agreement:** Carol sent this in the commissioner packets. She reviewed key points. The board will sign it.
5. **Propane levels:** Gary asked Ron what they were. Ron said that St52 is at about 70% and St51 at 68%. We will not order propane at this time. Carol will make a propane sheet for Ron to remind him to check it on a regular basis.

**Public Concerns:** There were no concerns listed or voiced.

There was no other business.

The next regular meeting will be December 13, 2010 at 1:30p.m.

The regular meeting adjourned at 8:19p.m.

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Spokane County Fire District5 Chairman

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Spokane County Fire District5 Commissioner

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Spokane County Fire District5 Commissioner

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*Attest:* Spokane County Fire District 5 Secretary