

**Spokane County Fire District #5**  
**December 13, 2010 Regular Meeting Minutes**

**Members Present:** Todd Lehman, Gary Pietz, and Larry Wendlandt

**District Secretary:** Carol Harrington

**Guests:** see attached sign in sheet

**Time Meeting Began:** 1:32p.m.

- **Flag Salute**
- **The minutes from the November 22, 2010 Regular Meeting were reviewed Carol corrected a change of Larry to Todd for a motion to approve the minutes; Larry made a motion to approve them, Gary seconded and they were then approved unanimously.**
- **The treasury report was reviewed.** Carol read the report aloud.
- **The December bills were reviewed.** Larry made motion to accept the bills as presented with Gary seconding the motion; **the expenses were approved as presented unanimously for \$4,903.74.**
- **Secretary's Report:** Carol has posted the Vendor's List notice in the paper (Spokesman Review) by law. She will transfer \$5,000 from the General Fund to the Reserve Fund.
- **Correspondence:** Spokane County Commissioners Resolution 10-1016 regarding the certification of all levies along with a copy of the levy amounts for all entities; Snure Seminar for Bid Laws and Fire Service Consolidations – Todd would like to attend that one, Carol will register him; Enduris free seminar notice regarding Public Works and copies of their 2010 annual report – Larry may try to go to that seminar.
- **Fire Chief's Report:**
  - **Personnel:** see Old Business item 1 regarding recruits. Hep B shots are needed for 10 volunteers. It is \$50 per shot times a three shot series. It costs \$82 at Healthworks and \$66 at the Health District. Discussion followed regarding Jennifer's father, Jerry Jensen, and the possibility of him giving the series as he is qualified medically to do that and would for us.
  - **Training:** The 1<sup>st</sup> training of the month involved cold weather ops and make-up for SCBA and Ladder training. Core training forms were discussed. Rod has worked many hours to create these making sure they meet the state requirements for firefighters. It would take us away from tracking activity in percentages and more in skill level. The board reviewed the forms and the consensus by all from the volunteers to the board is good. They are based on a two year completion and are similar to the OTEP sheets. Quarterlies were discussed. Everyone is on board with this and we will go with it. There was a discussion regarding making our Organization Policy include this change in training; it will be discussed further at a special meeting after the first of the year. Rod and Ron also worked on EMS bag check forms streamlining them.
  - **Stations:** The propane tank levels are St51 62%; St52 70%. We need to turn up the heat in the bays to keep the med supplies warm like the pulse-ox, thermometer and AED. The epi has to be kept between 50-77 degrees by law. Station 52 is at 50 degrees with the electric furnace and propane but Station 51 is too cold; the lights in the bays won't work sometimes and med supplies are kept too cold. Discussion followed on heater units for the trucks; maybe just a Coleman lunchbox with a thermometer would do. Discussion on the Medic 51 rig with its computer. Larry said that adding something else to the system should not affect M51 as it only takes about 12 amps to run a computer.
  - **Equipment:**
  - **Other:** Ron attended the SCOPE meeting and the IEFCA meeting. He shared a couple of things from the IEFCA meeting minutes.

**Old Business:**

1. **Recruitment:** Ron said all three volunteers passed their physicals and are all on the team.
2. **Command Rig:** Carol will take it off the insurance as it has been sold with the check received.
3. **Organization Policy signed by volunteers:** There are still a few people who need to give Carol their signed sheets.

**New Business:**

1. **Station 53:** Larry asked how do we let residents know we are moving in that direction. What is the best way to get information out; newsletter, post card, survey, etc. Rod said we need to answer the residents' questions before they can give us a yes or no to continue. Trucks were discussed as to what and where they will be housed. Finances were discussed. Water was also discussed. Todd brought up information

regarding the county roads in that area. We need to find out what the interest level is first before we proceed with anything. Maybe a newsletter with a map, information and/or a survey would be a way to get started. We need to let all residents know: what we have now, what we propose, what/who it affects and how, etc. Carol will try to come up with a rough draft of this information first before worrying about what format to put it in or how to disseminate it to the residents.

2. **Organization Policy Review specifically regarding volunteer activity:** The board will meet in a special meeting on Wednesday, December 15<sup>th</sup>, 2010 at 1:30p.m. to discuss the Organization Policy and the EMT Class Fee Policy.
3. **EMT Class Fee Policy Review:** Jason dropped out of the class due to work related issues. SCFD10 said you cannot make-up a practical class. There is another class in February 2011. Shawn Bro from SCFD10 said that Jason was doing well and studying hard. Jason had a great job opportunity he felt he had to take but it would not work with the class schedule; he knew it was a hard decision but felt he had to take the job. His new boss would not allow him to miss any work to attend the EMT classes. Discussion on what will happen with Jason and class fees will continue at the next special meeting.
4. **Budget for 2011:** Carol requested this be moved to the January 2011 regular meeting or a special meeting. The board agreed to approach it later.
5. **Supply Request Ron:** Need pagers, radios, batteries for the SCBAs, clipboards for new Medical Incident Reports (MIR). Ron said he ordered 2 gallons (smallest it came in) Amkus Oil for \$70 plus shipping for the rescue tools. A cable for the station radio on top of the cabinet was discussed; we don't really need one. We have no extra pagers at all. Carol has not yet heard back from the DNR on our grant request. Ron asked if we can send in a couple to be refurbished. He will try to get Cindy Date's pager from her. After more discussion on pagers it was decided that we really have three spare and do not need anymore at this time. We have 4 IKON radios with no base chargers. Larry will get two chargers we need for two Motorola radios on eBay as he can get them pretty cheap. We need batteries for some of the Motorola radios as they will not hold a charge anymore. Ron says we need 5 radios. The board cleared Ron to get batteries, clipboards, and batteries for radios.
6. **Supply Request Carol:** Board approved her ordering more ink cartridges; she will try to order from same company Larry uses as it is cheap but still new cartridges. Carol has had problems with the printer rejecting the used cartridges long before they are empty.
7. **WFOA Conference Larry:** He attended and found out a lot of great information. There was a Snure presentation where the increase of discrimination lawsuits was discussed. We really need to have discrimination training, not just policy forms regarding this as the court has routinely ruled in favor of fire districts who have offered this training for their districts. Washington State has the highest amount of claims for sexual discrimination lawsuits. Residential sprinkler codes were discussed at another seminar. There was so much new information and the networking was great. It was definitely worth attending.

**Public Concerns: There were none.**

There was no other business.

The next regular meeting will be January 24, 2011 at 7:00p.m.

The regular meeting adjourned at 3:58p.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