

**Spokane County Fire District #5
December 15, 2010 Special Meeting Minutes**

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

District Secretary: Carol Harrington; Fire Chief, Ron Wood

Guests: None

Time Meeting Began: 1:40p.m.

1. Organization Policy Review:

- a. Standby time definition was reviewed in accordance with the Washington Administrative Code (WAC). Standby time was discussed regarding physically where volunteers are when in standby – at the station or at home.
- b. Ron suggested we match the Board for Volunteer Firefighters (BVFF) requirements regarding response to 10%; it is 20% now in our current policy. Larry does not agree with that because we are giving them the option to do standby time and count part of that toward response requirements. Gary and Todd agree with Larry. People’s work schedules and time with family was discussed but in the end it was reiterated that both training and standby time could be scheduled to accommodate those things. If volunteers are not calling in to schedule make-up training or signing up for 520/standby time, is to their disadvantage; it is and has been offered. Gary questioned the standby time spent at home; we need to watch that this is not abused.
- c. Sections 14 and 15 were discussed and compared to what the WAC states. Ron said the training percentage should be taken out and the new Core Training Sheets should be used; all board members agree. Carol also likes the new sheet as it will make tracking much easier.
- d. Deployment and how the WAC and BVFF see that was discussed. Leave of absence was also discussed and setting possible parameters within our district regarding leaves was discussed. Cindy Date and her status were discussed at length as well as Bethany Cobb’s situation with being away at school. Capping the number of volunteers was discussed in conjunction with gear availability. Sending a letter to Cindy asking her to make a decision on whether she wants to continue with the district was discussed with the goal to be keeping her on as she is valuable to the district. Carol will draft a letter from the board and send it to her. Ron has not heard from Bethany.

2. **EMT Class Fee Policy:** The current policy was discussed. Requirements for anyone wanting to attain their EMT-Basic status and the district’s sponsorship of them was discussed as well as fees for the class and how they should be paid and/or reimbursed. Suggestions for volunteers completing one year with the district as a FF keeping their activity current before the district would consider paying for their EMT class fee was discussed. Volunteers should be able to prove they can commit to the district before their class fees are paid for. Volunteers should also submit a request in writing to the Fire Chief and Board of their interest and intention to take the EMT-B course. Payment of the course should be made by the volunteer with the district reimbursing them after one year of EMT status with activity levels remaining current. If the district waives the fees and pays but the volunteer drops out of the EMT class there should be a reimbursement from the volunteer to the fire district.

The board wants Carol to type of a draft of a new Organization Policy and EMT Class Fee Policy with these suggestions and the board will review it at the next special meeting. The next special meeting will be on December 20, 2010 at 3:00p.m.

Ron wants to know if Kjelsey Anderson is cleared to sign up for EMT-B class as she is interested. Larry motion to send her to the next available EMT-B class and have the district pay the fees; Gary seconded and it was approved unanimously.

Also, Gary mentioned that we neglected to state at the last regular meeting what we sold the Command Rig for and it should be listed in minutes. Gary made a motion to sell the Command Rig for \$1,400, Larry seconded the motion and it was approved unanimously.

The meeting adjourned at 4:25p.m.

Spokane County Fire District5 Chairman

Spokane County Fire District5 Commissioner

Spokane County Fire District5 Commissioner

Attest: Spokane County Fire District 5 Secretary