

**Spokane County Fire District #5**  
**January 23, 2012 Regular Meeting Minutes**

**Members Present:** Gary Pietz and Larry Wendlandt; Todd Lehman absent due to home heating emergency.

**District Secretary:** Carol Harrington

**Guests:** see attached sign in sheet

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

- **Flag Salute**
- **The minutes from the December 14, 2011 Regular Meeting were reviewed and approved as presented.**
- **The treasury report was reviewed.** Carol read the report aloud.
- **The January bills** were reviewed. Gary made motion to accept the bills as presented; Larry seconded and **the expenses were approved as presented for \$9,798.02.**

**Secretary's Report:** Bob Harding record's fees still owed to this district. When would the board like to have Lee Kleve from Emergency Reporting Systems come out for his presentation? When would the board like Don Crawford from SCFD3 to come out regarding St53 building plans? Those gentlemen are both waiting for our board to give them a date to come out. I have given Bonnie, Rod and the other officers a copy of the DOH grant that is due March 31st, 2012. I have also given them copies of the upcoming SAFER Grant from FEMA should they want to recommend we go for those funds. It is best the officers discuss our grant needs asap during this first quarter so we aren't scrambling later to come up with information.

**Correspondence:** Ed Lewis, Chief SCFD4 sent an email re: Spokane County Computer Aided Dispatch and Records Management System (CAD/RMS Project) and the status of that project; fwd to Bonnie. DNR Burn Fees are going up as of Feb. 1, 2012. Legislative update email on various bills. Enduris sent their annual report which I put in each commissioner's mailbox; they also sent a notice of an Accident/Medical Income Protection Program. WFCA sent a 2012 Saturday Seminar Series pamphlet. The full text of proposed HB 2141 on DOH fees. Feedback on our response from a resident. Verification of Gary Pietz's Oath of Office from Spokane County Elections.

**Fire Chief's Report:**

1. **Recruitment:** Three new recruits waiting to be interview all three will be a great addition.
2. **Volunteer Status:** Would like to talk about survey, excitement of volunteers, officers to be announced, writing a letter to the two that did not make the percentages and reinstate due to no knowledge of what the previous Chief did or did not communicate to them on how close they were to not making the required percentages. So with me not having any paperwork from the former Chief, and due to the lack of communication to the members, we need to redo the communications making it clear to the volunteers. We should let the volunteers know their status by July 1<sup>st</sup> so they can make-up their training, calls and do their standby time so he/she knows in advance they are not making the percentages. I would like to have the two volunteers reinstated into the district by letter stating that due to the unknown past we have reevaluated your situation. I would also like to address the training; the volunteers were told by the Chief last year that any training they missed they could get a modular for. To the best of my knowledge this never happened and the Chief did not provide a study guide for the volunteer. Now, is this the volunteer's or the district's fault – I would say it is the fault of the district for not following through in helping the volunteers get their training missed because they were working or busy. This is a very high concern that I have. Because I was not in charge I could not tell you how or if people were told. **Carol** said that all of the volunteers know exactly what their status is month by month as it is posted for them to see and they have all been informed of the stat sheet available at all times by their mailboxes. She went over and got it to show everyone and restated that all members know about it. Carol also asked Bonnie if she meant "modules" instead of "modulars." **Bonnie** said yes. **Carol** said that is a program through the Washington State Patrol where training is divided and categorized into different modules; she has been putting the training for years into the proper modules on the computer and the prior Chiefs are familiar with that process. **Larry** said that Bonnie may be talking about the form that was made up last year with the 8 trainings; **Carol** said yes, they correspond to some degree to the WSP modules but are labeled differently. Larry said it wasn't really a training issue but a call issue wasn't it? **Bonnie** said yes. **Gary** also stated that every volunteer has signed that they have received and understand our policies which lay out the expectations very clearly. He went on to say that they are all adults; we should not have to babysit them. All they have to do is come and talk to the Chief. If they could not even do that, then that is not the district's fault. **Bonnie** said she was not aware of one

individual's status and assumed she had everything up to date; the other individual knew what he needed to do to make the status but did not. She said they probably just got busy with their lives. **Gary** replied, be that as it may, because they did not take the initiative are we to excuse that? **Todd** asked if either of them had called **Bonnie**. **Bonnie** said one did and was interested in coming back. **Gary** said at this point unless they come to us personally and talk about it, they are done. The guy has received warning letters before and responded that he would do better but that has not happened. **Bonnie** said she has not ever seen those letters so she does not know. **Gary** said, I am sorry, but if you can only make one call out of the year of 70 that is not going to make it. **Larry** said if they are willing to talk to **Bonnie** and explain their situation. **Larry** said he is more than willing to listen to what they have to say. **Bonnie** said she will let them know that. **Carol** told **Bonnie** whenever she wonders what has already been done regarding correspondence with any volunteer, she can ask **Carol** to see their personnel file before going ahead or assuming what has or has not been done.

3. **Station Status:** Propane 25% @ St51; 65% @ St52, Have complete inventory on gear.
4. Truck/Equip. Status: E51 had a dead battery once. No more trouble since; B52 needs left front seal replaced 2 bids also needs handles on doors replaced, have a bid.
5. **Training Status:** Jan one training we had 20 volunteers the second we had 12 volunteers.
6. **Other:** Chief Meeting this month DNR cost change, EMS Fees; DOH will be coming to the next Chief's meeting in February to explain funding needs; Ron's retirement will be Jan 29<sup>th</sup>; Banquet will be Feb. 25<sup>th</sup> at Spring Hill Grange; have three bids for volunteer signs. **Larry** said that FEMA grants are coming up and **Bonnie** needs to get with the officers and see what our needs are. She said she would do that.

#### **Old Business:**

1. **Supply Request: Bonnie** said there are three new applicants and would the board approve getting some "Volunteers Needed" signs? She has a quote for \$112 for two-sided sign. **Carol** said she also knows of a company who prints signs with your company logo and is really inexpensive; she can check on that as well. The board said to report on that next month and let them know what prices and sizes are available. **Bonnie** said there is a leak on B52 axel seal and there is an issue with the door handles. The bid from TuneTech is \$198. **Larry** said see what the bid is from J&J. The wipers need to be replaced. **Larry** said to just go to Motion Auto Supply and get what you need because we have an account there; **Carol** said yes, and a great discount as well. **Bonnie** had the headlamp and switch replaced as it would go out as you drive it down the road; she had it done at TuneTech for \$194.53. She would like to purchase Lasagna, salad and dinner rolls at Costco for the Annual Banquet as **Carol** is not cooking the food this year and would like someone else to help with that area of the banquet. She can get this for under \$200. The board said that would be fine.
2. **Supply Request: Carol** talked about how nice the office looks and so the tables and chairs kind of look used and worn. Could she check into getting additional chairs to match the grey ones we have now and get rid of the yellow ones as well as check into a couple of new rectangular tables. **Larry** said to check into it and come back with a price and they can see about it next month.
3. **Station 52 Concrete & Interior work:** **Larry** said that Eggleston ground down the concrete to keep the door from getting hung up; has **Carol** gotten a message or a bill on that yet? **Carol** said no, nothing. The interior work is done.
4. **Review of Policy/Procedures: Board** They are going to be reviewed and worked on; we will probably have to call a special meeting for that.
5. **2012 Budget: Board** We will probably have to call a special meeting for that.
6. **Internet for Station 51: Carol/Board** **Carol** read the email quotes from CenturyTel; they were very expensive: \$125/mo plus a monthly router fee or \$95.50/mo plus a monthly router fee. She asked why the commercials on TV advertise for \$29.95/mo and the rep replied they are only for residential customers and you only get that price for one year and then the price goes up. We now pay about \$48/month for our landline with CenturyTel. PassWord works great as long as it is working. **Larry** said it crashes too often and there is no warning. **Carol** agrees. **Larry** wants something dependable. Training and videos were discussed for speed and dependability. Ptera was discussed and those who were present were happy with their service. **Larry** said Ptera is very fast. **Carol** said that speed doesn't affect her work that much. **Larry**

said it would affect training though. Now that we have wireless, the officers can run a lot of information and not worry about waiting for buffering. Larry recommends Ptera and thinks we should try them but get them to go down to the residential rate as we have no networks and don't use it as much as a regular resident. Carol will call them. We have to keep Centurylink for the landline for the fax machine.

**New Business:**

1. **Vote for Chairman for 2012:** Gary made a motion that Todd be chairman for 2012; Larry seconded and the motion passed.
2. **Fire Commissioner Remuneration Form:** Carol had Gary and Larry review and sign their individual remuneration for meetings form.

**Public Concerns:**

1. **Jennifer Jensen:** What have the commissioners done since they have been elected? Larry said the fund is up to where it is good; we are still working on Station 53; we have put aside money for our share of the AFG grant should we get a truck. Gary said we have worked with the volunteers on the training schedule and core training to make it more clear and available to them. Jenn asked what the status on Station 53 is. Why have you cancelled meetings with SCFD3's Don Crawford? Larry said that they would like to wait until winter is done as he is out of town too much and would like to see all board members meet with Don. Gary said he would like more information to go on a questionnaire and get that out to our residents before moving ahead with anything. Jenn asked then you can meet with this guy in March or April? They said yes. She said that Ron Wood and the team of volunteers have saved this district the monies that are in the general fund and it is not just the board's doing. She would like our policies to match what the Board for Volunteer Fire Fighter's has for percentages. She would also like the commissioners to regularly attend the Spokane County Fire Commissioner Association meetings but they hardly ever go. We should expect the same standards from you as you do of us. Larry said that when the policy was written we took the volunteers' suggestions and worked with them to come up with the training and response requirements; Gary agreed and said that we went to the 8 Core Trainings at the request of the team members. He went on to say that the SCFCA meetings did not seem that beneficial in the past. Jenn said it does not matter; we the public are your boss and we expect our elected officials to represent this district and us at those meetings.
2. **Kjell Anderson:** Did you hold a special meeting and discuss terminating individuals? Larry said yes. Are you going to invite the Fire Chief to any meetings where you discuss the policies and procedures? Gary said yes. Kjell said that he assumes Bonnie will be representing the firefighters at those meetings. Both Gary and Larry said yes. Kjell said were there any other factors in determining the two volunteer's terminations? Larry said just the numbers.

There was no other business.

The next regular meeting will be February 27, 2012 at 7:00p.m.

The regular meeting adjourned at 8:10p.m.

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Spokane County Fire District 5 Chairman

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Spokane County Fire District 5 Commissioner

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Spokane County Fire District 5 Commissioner

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*Attest:* Spokane County Fire District 5 Secretary