

**Spokane County Fire District #5**  
**February 27, 2012 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:** 7:00p.m.

- **Flag Salute**
- **The minutes from the January 23, 2011 Regular Meeting were reviewed.** Carol corrected item on 2<sup>nd</sup> page removing Todd's name as he was not present. **The corrected minutes were approved. The minutes from the January 12, 2012 Special Meeting were reviewed and approved as presented.**
- **The treasury report was reviewed.** Carol read the report aloud.
- **The February bills** were reviewed. Gary made motion to accept the bills as presented; Larry seconded the motion and **the expenses were approved as presented for \$4,851.93.**
- **Secretary's Report:** Bob Harding still owes the district record's fees. When would the board like Lee Kleve from Emergency Reporting Systems to come out for his presentation? The board will email Carol regarding the time and day; Carol will check with Lee regarding his availability.
- **Correspondence:** WFCALegislative Report dated February 17<sup>th</sup>; NVFC News Alert re: HR 3630 broadband communications news; Inland Power rate increase; Malcolm Olmsted thank you letter; Buddie Williams questionnaire and thank you note; WA State Boundary Review Board letter stating that it will now handle all Spokane County Boundary Review issues as that entity is dissolved; Bill Weiss of SCOPE email of recent theft.
- **Fire Chief's Report:**
  1. **Recruitment:** 3 new recruits. Gary said that he got an email from Carol stating that the 3 new recruits were approved by the board; that is not how we do that. Todd said that he told Bonnie to go ahead with the process which may have come out the wrong way. Bonnie said the applicants are not responding yet or being covered by our district's insurance; they are just welcome to attend and observe the training meetings. Larry made a motion to approve the three volunteer applicants for service pending the physical and background checks clear. Todd seconded and the motion was approved unanimously. The three applicants are Jim Holien, Blake Lehman and Linda Dougherty.
  2. **Volunteer Status:** Gary asked where we are on Kjelsey Anderson and Jason Burdick. Bonnie said Jason has turned in all of his gear. She has left messages with Kjelsey regarding turning in all her gear and signing for it but has not heard back. The board asked Carol to send out a reminder letter to Kjelsey asking her to contact the district to make an appointment to turn in all PPE and equipment and sign form stating it is all turned in.
  3. **Station Status:** We are working on Officers for Station 52.
  4. **Truck/Equip. Status:** Feb. 4<sup>th</sup> Mike Flint worked on E52 thought it was working. We checked the next week and are still having trouble so the mechanic replaced a battery. Ron Wood said that those batteries may still be on warranty as they may be less than a year old. Larry said he was not sure. E52 started on our next training. Checked on truck next week and it started though the following week it would not start. Feb. 21<sup>st</sup> mechanic replaced the switch; so far it seems to have corrected the truck issue. Will keep checking it weekly.
  5. **Training Status:** Two Trainings: one on Search and Rescue at Station 52; the second was on Radio Communication.
  6. **Other:** Attended the Inland Empire Fire Chief Association's meeting where DOH topics were discussed; the governor has removed some funding from the DOH and representatives from the DOH have been asked to come and speak to the IEFCA to answer questions. The representatives wrote a letter to the IEFCA saying they would like to come and thanking them for the invitation. Other topics discussed were DNR and 911 communications project. She went to Spokane Valley

FD's Banquet, the Snure Seminar, LEPC meeting, visited with SCFD's 9,10, LCFD4 and dispatch about us being out of the District on May 25<sup>th</sup> for training at the Burn Tower.

#### **Old Business:**

- 1. Supply Request, Bonnie:** We need new 1<sup>st</sup> Aid kits as the ones we have are long outdated. We will be ordering EMS supplies soon; they will be mostly consumable items that we must have up to date. The board approved the ordering as we do have to have those items. B52, E52, M51 are our BLS (Basic Life Support) licensed vehicles. We may need another AED; there is a grant possibility to get an AED that Carol is checking into. Carol will find out about switching license from one BLS vehicle to another (when we get our grant vehicle it will most likely become BLS). For recruitment signs, can we go ahead and order the double-sided ones? We should get three. Larry and Gary said go ahead and order those.
- 2. Supply Request, Carol:** She does not think we really need new tables for the district office; the ones we have now are still sturdy and fine. She has not checked further into getting more chairs as she has been busy with the AFG Truck Grant and making sure the team has what they need. She will check Davis Office Supply for the chairs when she has time.
- 3. Review of Policies/Procedures, Board:** The board will have a Special Meeting Wednesday, February 29<sup>th</sup> at 2:00p.m.
- 4. 2012 Budget:** Will be discussed at the February 29<sup>th</sup> Special Meeting.

#### **New Business:**

- 1. AFG Grant, Carol:** Carol read the general timeline for the grant. She also read the PAO (Post Award Orientation) information which involves a FEMA rep. on speaker phone while interested parties of the fire district are present to ask questions and acquire clarification on grant management/procurement/etc. Carol will try to schedule that conference after the truck committee is formed. Discussion followed regarding volunteer interest in decisions regarding the truck which is a pumper/tender. A team should go around to other FD's who have recently acquired pumper/tenders to check out what they have and ask pertinent questions. The board and Carol will take some time at the next training meeting to explain what is going on. Larry will call Joe Speranzi of General Fire to see who has been awarded trucks.
- 2. Larry Wendlandt would like to get the volunteers coats and hats.** Bonnie will look into that for him.
- 3. Reimburse Bonnie for attending the Snure Seminar.**

#### **Public Concerns:**

- 1. Ron Wood:** Carol has gotten this fire district about \$600,000 in grants and he feels she should be rewarded. The board said that it is a team effort to get a grant and everyone will benefit from the grant items. Carol said that she has always had great assistance in grant preparation from the volunteer team and the board approving grant submittals. Larry Durham thanked the board for managing the resident's monies in tax revenue very well. Ron asked if the board could send Bill Leonard and Mike Pankonin thank you letters for their years of service to this community; they recently resigned as volunteers. The board will have Carol prepare those letters for them and would be glad to thank them for their service.

There was no other business.

The next regular meeting will be March 26, 2012 at 7:00p.m.

The regular meeting adjourned at 8:24p.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