

Spokane County Fire Protection District 8
Minutes of Regular Commissioners Meeting
November 13, 2007
6:00 p.m.

CALL TO ORDER

The regular meeting of the Board of Fire Commissioners was called to order by Board Chair Hesse at 6:00 p.m. Present were: Commissioner Greg Hesse, Commissioner Lee Boling, Chief William Walkup, Deputy Chief Dan Blystone, Deputy Chief Lonnie Rash, Administrative Assistant Carol Trescott, members of the district and the public. Commissioner Jonathan Ferraiuolo's prearranged absence was excused.

INTRODUCTIONS

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

The following changes were submitted to the Agenda:

- Consent Agenda - Item A to be held for approval until Commissioner Ferraiuolo is in attendance as he was one of two board members in attendance during that meeting.
- Unfinished Business - add Item D, Discussion regarding the 2008 Budget relative to the state Supreme Court's recent ruling on I-747.
- New Business - add Item B, NAEFO, National Association of Elected Fire Officials membership.
- Executive Report - Move Item A, CPR Save out of order and first in the Agenda.
- Executive Report - Add Item G, Change for December Meeting Date.

Motion: Boling/Hesse to approve the Agenda for the meeting as amended. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Motion: Hesse/Boling to approve the Consent Agenda (Items B – D) with the exception of Item A, Approval of October 10, 2007 regular meeting minutes. The motion carried unanimously.

EXECUTIVE REPORT

A. CPR Save: Paul Stone, Principal of Mullen Road Elementary School, shared his story of an event which took place at Mullen Road on April 23rd and the preparations and activities which led to a successful outcome for a member of his staff. Mr. Stone informed the board he had asked District 8 firefighter, Marty Long, to work with him to develop and implement a first aid and CPR class for his staff. By October of 2006, a large number of the staff at Mullen Road had been trained in first aid and CPR.

Mr. Stone then introduced 5th grade teacher, Peggy Shaw. Ms. Shaw collapsed at school the morning of April 23, 2007 – her heart had stopped and she was not breathing. School staff immediately called 911. She recounted her illness and recovery, and thanked District 8 first

responders who were instrumental in saving her life. Ms. Shaw introduced and thanked Grit Hamilton, a 2nd grade teacher at Mullen Road who initiated CPR and kept her colleague alive until district personnel arrived. Ms. Hamilton had completed the first aid/CPR refresher course the previous October and as a result was able to take the necessary action needed to help Ms. Shaw. She stressed the importance of first aid/CPR training in the workplace. Ms. Hamilton received the Red Cross Award for Safety in the Workplace for her actions last April.

Chief Walkup thanked Mr. Stone, Ms. Shaw, and Ms. Hamilton for taking the time to share their story. He acknowledged the importance of working together in order to bring those extra skills needed in an emergency situation. He praised the group for their great work in very difficult circumstances.

Commissioner Hesse remarked he has used his CPR/first aid training three times outside of his career as a firefighter. He thanked district members who provide invaluable training to the community.

Commissioner Boling suggested sharing Ms. Shaw's story in the district's newsletter in order to help emphasize the cooperation, pre-planning, and training that can take place prior to the time that a 911 call is made. He felt sharing this story with the community would reinforce the importance of individual training. Commissioner Boling asked the chief and staff to contact the staff at Mullen Road Elementary when the district's next newsletter is written.

UNFINISHED BUSINESS

A. Non-represented Staff Salaries: Chief Walkup asked the board if they were supportive of using the same comparables as those used in bargaining unit negotiations. Both Commissioner Hesse and Commissioner Boling responded there were. Commissioner Boling felt using the same guidelines that were used with the non-represented staff is defensible and shows the district treats its members fairly.

Chief Walkup then asked if the board wished to use the same criteria as was used with the represented staff – within a COLA. Commissioner Boling said it was his wish to use the same criteria while also realizing that because the non-represented staff as a whole is relatively new to the district, it would not have the same longevity. His stated preference was to not include longevity based on demographics of the non-represented group. Commissioner Hesse was in agreement.

Lastly, Chief Walkup asked the board how they wished to address a member adjustment if their comparables were lower than that of our agency. The chief further explained that if a member is being compensated above that of their comparables the board has several options: 1) choose to do nothing which would mean that individual would get the same adjustments as others in their classification; 2) Y Rate the individual – their salary would remain at the current level until such time as the comparables' compensation caught up to them; or 3) provide a COLA but no salary adjustment.

Chief Walkup said during the salary survey staff attempted to look at roles and responsibilities in like agencies in order to get a snapshot of all positions and determine how they were compensated.

Commissioner Hesse asked how long it would take the individual in question to close the salary gap if Option 3 (Y-Rated) were used. Chief Walkup said the disparity would probably close during the next salary survey cycle and added, non-represented staff salaries are adjusted every other year.

Commissioner Hesse preferred providing the member with a COLA without an adjustment until such time as that salary is within range of district comparables.

Commissioner Boling felt it was up to the chief to set up what he believes his staff needed as long as it was within budget. He preferred that a COLA be given so as not to punish one individual as a result of the salary survey.

Chief Walkup said he understood the board's direction and informed them the impact from non-represented salary adjustments would be \$15,000 or less; \$45,000 was set aside during 2008 budget development. The chief will update the board with final figures when the study is complete.

B. Strategic Plan Draft RFP and Planning Workshop: Chief Walkup presented the board with the first draft of a RFP (Request for Proposals) to solicit firms to provide the district with a statement of qualifications and their proposal for update of the district's current strategic plan. He asked the board for comments on the draft document in effort to keep the process of updating the strategic plan moving forward. He also asked the board to consider a separate planning workshop to discuss long term strategies for future facilities, CRP funding, and the district's staffing plan - all identified needs in the current strategic plan. He asked the board to consider setting a date at the next meeting for a workshop after the first of the year.

C. Trust Accounts: Chief Walkup informed the board he has heard back from counsel regarding distribution of funds in the Cellular and Resident Trust accounts. Staff is making an effort to contact individuals to whom monies in those accounts should be returned to and will then be working with the state Department of Revenue Unclaimed Property Department to transfer the remaining balance of both accounts. When this work effort is complete, the chief will return to the board with a resolution seeking to close the Cellular Trust and Resident Trust Accounts.

D. 2008 Budget & I-747 Ruling: Chief Walkup announced to the board that I-747 was ruled unconstitutional by the state Supreme Court. The chief said he was not advocating the board take any action but rather wanted them be aware that they have the opportunity to seek collection over 101%. The chief told the board they could choose to collect an increase in revenue consistent with inflation or up to the full 106%. If the board decides to make a change for 2008, they would have to once again set and hold a public hearing for revenue sources. Chief Walkup remarked there is a strong potential that the court's decision will be reviewed which would then put a stay on that decision.

Commissioner Hesse remarked he thought the decision would be challenged immediately and rather than devote staff time in the current year, he suggested continuing ahead with the 101% increase as previously planned. He added, if the ruling stands, the district could make an adjustment next year.

Commissioner Boling commented on a letter from Roger Ferris, Executive Secretary for the Washington Fire Commissioners Association, which stated there is a high probability that Governor Gregoire will put a property tax cap on the increase. He added there was a fairly strong opinion by voters and he is not prepared to go against voter's wishes. Commissioner Boling said the 2008

budget has been approved. He added there are other options and with the passage of the 6 year lid lift felt the district should continue current certification plans and revisit the issue next year.

NEW BUSINESS

A. Surplus Items: Staff compiled a list of items that are obsolete or no longer of use to the district. Chief Walkup informed the board the list consists of minor office and operational equipment and he recommended the board surplus that property in accordance with RCW 39.33.

Motion: Boling/Hesse to Adopt Resolution 07-05 Authorizing the Sale of Public Property Under Chapter 30.33 RCW. Commissioner Boling read the Resolution for the record. The motion carried unanimously.

B. NAEFO: Commissioner Boling presented information on the National Association of Elected Fire Officials and recommended the district and Board of Fire Commissioners join the association. Commissioner Hesse asked staff to process enrollment for all three commissioners. Commissioner Boling added enrolling those members of the district (i.e. district secretary) who are eligible as well.

EXECUTIVE REPORT

B. County Ambulance Agreement: Chief Walkup reminded the board they will receive the Interlocal and Contract Administration Agreement along with the RFP for the County Ambulance Agreement at December's meeting. Per request of the board, district counsel was asked their opinion on soliciting an outside agency to act as contract administrator for the agreement. Chief Walkup reported counsel saw there to be no issue as long as the district was satisfied with the way the interlocal is put together and felt it was perfectly acceptable practice. The chief added, Spokane Valley Fire is currently considering administering the agreement and they are also looking at a third party to contract. The individual to be held accountable would be Chief Mike Thompson.

C. Commissioners Award: Chief Walkup reminded the board staff would like a name by December's meeting for their choice as recipient of the 2007 Commissioners Award. Commissioner Boling announced his preference was that the commissioners secure the award themselves and volunteered to make those arrangements. He asked district members and the community to nominate individuals and their accomplishments to the board for consideration. He suggested submitting those nominations to Chair Greg Hesse.

D. Alerting System Quotations: The District has received proposals on a RFP for the alerting systems. Chief Walkup reminded the board the systems for Station 82 & 84 were budgeted out of General Fund monies and the alerting system for Station 85 was budgeted out of LID 2 funds. The proposals have come in under budget and staff hopes to have the alerting systems installed by the end of the year. The total cost for all three facilities is less than \$12,000.

E. Recruit Graduation: Chief Walkup announced to the board that 14 of the 26 participants in Region 9's recent recruit school graduation were from SCFD8.

F. INHS Grant Award: Chief Ladd applied for, and received monies from, Inland Northwest Health Services to purchase a resuscitation airway mannequin. Chief Walkup expressed his appreciation for Chief Ladd's efforts in securing this useful training tool.

G. Meeting Date Change: Through correspondence, Commissioner Ferraiuolo requested the Board of Fire Commissioners regular meeting for December be moved to the first week of

December to alleviate competing interests closer to the holidays. The board chose Tuesday, December 4th, 6:00 pm at Station 82 for the next regular board meeting. They also tentative selected Thursday, December 20th 8:00 am, location to be determined, as date and time for a special meeting for the purpose of approving vouchers.

CORRESPONDENCE

- 1) Internal e-mail
- 2) Spokesman Review Article
- 3) Letter from Roger Ferris, Executive Secretary Washington Fire Commissioners Association

PUBLIC COMMENTS

None

ANNOUNCEMENTS

- The next regular meeting of the Board Fire Commissioners is Tuesday, December 4th, 6:00 pm at Station 82.
- Spokane County Commissioners Association's regular meeting and dinner is scheduled for January 10, 2008, 6:00 at Decades in Spokane Valley.
- Washington Fire Chiefs and Fire Commissioners Legislative Day is January 24, 2008

EXECUTIVE SESSION

The meeting broke for Executive Session at 6:55 pm to discuss matters of personal performance. No decisions will be made during Executive Session.

The regular meeting was called back to order at 7:10 pm

ADJOURNMENT

With no further business, Commissioner Hesse adjourned the meeting at 7:11 pm.

Gregory A. Hesse, Chair
Fire District 8 Commissioner

ATTEST:

William A. Walkup
District Secretary