

Spokane County Fire Protection District 8

MINUTES

Regular Board of Fire Commissioners Meeting

Station 82

July 13, 2009

6:00 p.m.

CALL TO ORDER

The regular meeting of the Board of Fire Commissioners was called to order by Chair Hesse at 6:00 p.m. In Attendance: Commissioner Lee Boling, Commissioner Jonathan Ferraiuolo, Commissioner Gregory Hesse, Chief William Walkup, Deputy Chief Tony Nielsen, Deputy Chief Lonnie Rash, Carol Trescott, Administrative Assistant, members of the District, and guests.

INTRODUCTIONS

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Added to the Agenda:

- New Business, Item C. Oath of Office, moved as the first item of business
- Executive Report, Item E. State Auditor's Office
- Executive Report, Item F. Stimulus Fund Grant
- Announcements, Item 1. Education Committee Update

Motion made by Commissioner Ferraiuolo, and seconded by Commissioner Boling:

The meeting Agenda is approved as amended. The motion carried unanimously.

APPROVAL OF CONSENT AGENDA

Motion made by Commissioner Ferraiuolo, and seconded by Commissioner Boling:

The Consent Agenda is approved as presented. The motion carried unanimously.

NEW BUSINESS

C. Oath of Office, Chavez – Chief Walkup administered the Oath of Office to Tom Chavez, Medical Services Officer. Chief Nielsen presented Mr. Chavez with a MSO badge.

UNFINISHED BUSINESS

A. Commissioner Compensation Resolution – The Board reviewed draft Resolution, 09-02, which was drawn from materials and discussion presented at the July 9, 2009 meeting. The Board requested Item 3(e), "Attendance at other business related functions brought before the Board in an open meeting..." be incorporated into Item 3.

Motion made by Commissioner Boling, and seconded by Commissioner Hesse:

To adopt Resolution 09-02 as amended. The motion carried unanimously.

NEW BUSINESS

A. Review of Commissioner Activity and Expense Reports – Commissioner Expense and Activity Report reimbursements are to be processed when submitted and will be approved by the Board

with the District's monthly expense vouchers. If there is a question regarding a specific reimbursement it will be reviewed further by the Board.

By resolution, SCFD8 previously adopted the State of Washington Travel and Transportation Regulations. Personnel are eligible for meal reimbursement if they are in travel status for the entire hour specified as the meal period even though they are not specifically required to eat during that hour. Per State of Washington guidelines, any approved travel outside of the state is to be reimbursed per the GSA standards. The GSA and State of Washington meal reimbursement rates may differ slightly for breakfast, lunch, and dinner, however, the day totals in both systems are equal.

Commissioner Boling will verify specific times allowable for meal reimbursement under the State of Washington travel guidelines and will forward the information to staff.

B. Abolishment of Cellular and Resident Trust Funds – The F20, Cellular Phone Trust, and the F22, Resident Trust Fund accounts were established with the county treasurer to hold security deposits for the two programs. Staff determined that the cellular program is no longer operational and a deposit is no longer a requirement for participation in the resident program. Deposits have been returned to all personnel who were identified or have requested a refund and the balance of the two accounts will be forwarded to the Department of Revenue, Unclaimed Property Division. Both fund accounts will then be abolished.

Motion made by Commissioner Boling, and seconded by Commissioner Hesse:

To adopt Resolution 09-03 as presented. The motion carried unanimously.

Motion made by Commissioner Boling, and seconded by Commissioner Hesse:

To adopt Resolution 09-04 as presented. The motion carried unanimously.

EXECUTIVE REPORT: Chief Walkup

A. Station 82 Update – Station work is near completion; punch list items are remaining.

B. Rescue Pumper – SCFD8 has accepted delivery of a new rescue/pumper; the commissioners were invited to examine the apparatus.

C. Clancy and Associates – The District entered into a professional services agreement with Clancy and Associates to conduct lieutenant promotionals and assist in the establishment of an eligibility list.

D. NAEFO Convention; WFCFA Fall Conference – The National Association of Elected Fire Officials conference will be held September 28 & 29, 2009, in Las Vegas, Nevada. The Washington Fire Commissioners Association conference will be October 21-24, 2009, in Spokane.

E. State Auditor - The State Auditor's Office began a 2007-2008 financial and accountability audit of the District. An entrance conference was held earlier that day and was attended by Chief Walkup and Carol Trescott.

F. Stimulus Fund Grant – SCFD8 has submitted application for a 1.6 million dollar Assistance to Firefighters Fire Station Construction Grant to build an 8,000 square foot green station. If awarded a grant, the District would be responsible for furnishing the facility.

CORRESPONDENCE

Attached

PUBLIC COMMENTS

Dr. Michael Metcalf, SCFD8 Physician Advisor, stated the members who provide EMS services for the District are well-trained, and he expressed his appreciation for the job they perform.

EXECUTIVE SESSION

The Board moved to Executive Session at 7:00 pm for approximately 20 minutes to discuss matters of personnel and contract negotiations with Local 3711. Deputy Chief Rash was asked to attend.

ANNOUNCEMENTS

- Agenda for the WFCFA fall conference is as follows:
 - 10/21 Snure Seminar
 - 10/22 AM Business Meeting; PM Regional Fire Authorities/Annexation Legislations/Interlocal Agreements
 - 10/23 AM General Business Meeting; PM Finances or “Everybody Goes Home”/Fire Stations or Emergency Management
 - 10/24 Motivational Speaker Jim Mathis
 - During the General Meeting there will be a review of the Chelan dot exercise
- Snure Spring Conference Series will be on Ethics and New Commissioners Issues

ADJOURNMENT

With no further business, the meeting was adjourned at 7:20 pm.

The next regular meeting will be held Tuesday, August 11, 2009, 6:00 pm at Station 82.

Gregory A. Hesse, Chair
Fire District 8 Commissioner

ATTEST:

William A. Walkup
District Secretary