

Spokane County Fire Protection District 8 MINUTES

Regular Board of Fire Commissioners Meeting

Station 82

September 8, 2009

6:00 p.m. Draft

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 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:

- Executive Report, Item B. Paramedic Hiring Process
- Executive Report, Item C. Volunteer Officer Testing

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

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

APPROVAL OF CONSENT AGENDA

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

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

UNFINISHED BUSINESS

None

NEW BUSINESS

Item B was taken out of order to accommodate the recognition recipient's schedule.

B. Draft Commissioner Replacement Process – The commissioners reviewed options available for their use as they work through the process of selecting an appointment to the Board of Fire Commissioners created by Jonathan Ferraiuolo's August 31st resignation.

The Board chose to add additional detail to the Press Release outlining the time commitment involved for those persons interested in submitting a letter of intent for the position. Wording is to state the time commitment could be up to 30 meeting per year for attendance at regular Board meetings, Washington Fire Commissioner Association meetings and seminars, and Spokane County Fire Commissioner Association meetings. The Board will accept letters of interest until September 30th.

A. Recognition: Roger Harris – Roger Harris was recognized for his 20 years of dedication and commitment as a volunteer firefighter with SCFD8. Mr. Harris was among those instrumental to staffing Station 85 as the District extended its coverage in the Saltese area in late 1980's. The Board and members of the District expressed their appreciation to Mr. Harris for his service and commitment to the citizens of SCFD8.

C. Budget Overview and Budget Principles for 2010 – Chief Walkup gave a presentation on the process and timeline proposed for use by staff in development of the 2010 budget. The presentation contained: draft Budget Principles which guide staff in development of the budget; a proposed outline of the process required in order to meet statutory and legal obligations; Vision Statements as listed in the Citizen Centered Strategic Plan; and known assumptions that will have an impact on the 2010 budget.

In October, the commissioners will receive a draft expense plan with staff recommendations. Also in October, the Board may choose to conduct a public hearing to set and receive comments on the District's revenue sources and adopt a resolution for the increase in levy from the previous year. In October or November the Board will be asked to adopt the 2010 budget. The District is required to certify and submit a levy request to the county auditor and the county commissioners by November 30, 2009.

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

To endorse the Budget Principles as presented and direct staff to continue forward. The motion carried unanimously.

D. Financial Package System and Resolutions – The Board reviewed details of the upcoming financial/payroll software conversion. In addition, staff recommended the District begin processing payment to vendors in-house as is the current practice in Fire Districts 1, 4, 9, and 10. Spokane County will continue to maintain funds for the District, and the District will continue to be subject to the same safeguards and procedures currently in place for processing payments.

Commissioner Boling requested staff contact Snure Law offices to solicit legal opinion on person/s that should be authorized to act as signatories of District warrants.

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

Adopt Resolution 09-05 as written. The motion carried unanimously.

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

Adopt Resolution 09-06 as written. The motion carried unanimously

EXECUTIVE REPORT: Chief Walkup

A. Banquet Dates – The Board chose Friday, March 5, 2010, A Shift, as the date for the 2009 Recognition Event.

B. Paramedic Hiring Process – Staff is in the final stages of the paramedic hiring process and is currently completing candidate reference checks. An offer of employment is expected to be extended by next week.

C. Volunteer Officer Testing – The volunteer officer testing and interview process is complete and an announcement and promotions are forthcoming.

CORRESPONDENCE

Attached

PUBLIC COMMENTS

None

ANNOUNCEMENTS

- **The next regular BoFC meeting will be held Tuesday, October 13, 2009, 6:00 pm at Station 82.**

EXECUTIVE SESSION

The Board broke for Executive Session at 6:50 pm to discuss issues and interests relating to bargaining unit negotiations. As lead negotiator for the District, Deputy Chief Rash was asked to attend. No action will take place.

The Board concluded Executive Session at 7:10 pm. No action was taken.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:10 pm.

Gregory A. Hesse, Chair
Fire District 8 Commissioner

ATTEST:

William A. Walkup
District Secretary