

Spokane County Fire Protection District 8

MINUTES

Regular Board of Fire Commissioners Meeting

Station 82

July 12, 2011

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 Greg Hesse, Commissioner Dennis Ross, Chief William Walkup, Deputy Chief Tony Nielsen, Deputy Chief Lonnie Rash, Carol Trescott, Administrative Assistant, and members of the members of the District. Commissioner Boling's absence was excused.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

- **Add:** Executive Session in order to discuss matters of personnel performance.

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

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

APPROVAL OF CONSENT AGENDA

Motion made by Commissioner Ross and seconded by Commissioner Hesse:

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

UNFINISHED BUSINESS

A. 2012 and 2013 Expense Plan Policy Direction – Chief Walkup noted a 5% decrease in District revenues in each of the last two years of approximately \$466,000. The accumulative effect over the two year period is a decrease in revenue of over \$700,000. If revenues for 2013 were to remain flat, the accumulative effect over the three year period could be \$1.2 million dollars.

The Chief asked the Board to provide direction for staff stating their priorities, what programs are important to them, and what projects or programs they do not want to see eliminated or changed. He asked the Board a number of policy questions relating to budget development and financial planning for 2012 and 2013.

Should the Board decide to place a measure on the November General Election, the District's legal counsel would need to review the structure of the ballot language and the county prosecuting attorney would need to review and approve the ballot language prior to the resolution filing deadline of August 16.

In an effort to recoup a portion of revenue lost due to a decline in property values, both Commissioner Hesse and Commissioner Ross expressed their desire to move forward with preparations to place a two-year ballot measure on the November General Election. They pointed to a number of District successes and accomplishments which are a result of the current programs and staffing levels and they expressed a desire to share that message with the community. Before any decisions are finalized both commissioners requested a special meeting be called in order to allow Commissioner Boling an

opportunity to share his thoughts. Chief Walkup will coordinate the commissioner's schedules and calendar a special board meeting.

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

Direct the Fire Chief and staff to move forward with provisions for placement of a special levy ballot measure on the November 2011 General Election.

The motion carried unanimously.

NEW BUSINESS

A. Strategic Communications – In response to Commissioner Boling's request at the June BoFC meeting, Chief Walkup presented the Board with a draft RFP and draft Personal Services Agreement detailing provider outcomes and expectations should the Board choose to move forward with a Strategic Communications plan. The Chief asked that the commissioners specifically review Exhibit A, Service Provider Responsibilities, to ensure all of the desired outcomes and benchmarks are included.

This item was tabled in order to allow Commissioner Boling an opportunity to provide input.

B. Strategic Plan Update – Chief Walkup presented the Board with a draft RFP and draft Personal Services Agreement with a list of desired outcomes and expectations should the Board choose to advertise for vendor services to update the District's Strategic Plan. The Chief asked the Board to specifically review the Service Provider Responsibilities and determine what outcomes they wish to see. The Board was also asked whether the project should be done by an outside firm or if they would consider directing staff to complete the work. Taking into consideration the associated costs, there are a number of members on staff who have conducted environmental scans, have the expertise to complete the work, and who contributed to the previous Strategic Plan update. Chief Walkup said staff would not produce a canned product and may do a better job of gathering citizen input and developing measurable goals. The Chief said it is important to ask the right questions and to acknowledge that citizens have been heard and understood by incorporating their thoughts and ideas in the final project. While the outcomes and the deliverables of a Strategic Plan change, the development process is generally the same. The desire is to get the best product and the most return on the District's investment.

Commissioner Ross acknowledged staff has the expertise to complete the project while acknowledging an outside firm may provide oversight.

The item was tabled in order to allow Commissioner Boling an opportunity to provide input.

EXECUTIVE REPORT: Chief Walkup

A. SAO Rate Increase – The State Auditor's office will increase their fees by 6.5% beginning July 1, 2011.

CORRESPONDENCE

Attached

PUBLIC COMMENTS

None

ANNOUNCEMENTS

SCFD8 will host the County Fire Commissioners Association meeting on Thursday, July 14, 2011, 7:00 pm, at Station 81.

EXECUTIVE SESSION

The Board adjourned for Executive Session at 6:50 pm to discuss matters of personnel performance.

The meeting was called back to order at 7:09 pm. No decisions were made in Executive Session.

ADJOURNMENT

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

Gregory A. Hesse, Chair
Fire District 8 Commissioner

ATTEST:

William A. Walkup
District Secretary