

# Spokane County Fire Protection District 8

## MINUTES

### Board of Fire Commissioners Regular Meeting

May 11, 2021  
6:00 pm

*This meeting was conducted electronically via Zoom*

#### CALL TO ORDER

A regular meeting of the Board of Fire Commissioners was called to order at 6:00 pm by Chair Greg Hesse. In Attendance: Commissioner Andy Rorie, Commissioner Lee Boling, Commissioner Greg Hesse, Fire Chief Lonnie Rash, Assistant Chief Chris Wyrobek, Volunteer Bob Lundy, District Secretary Carol Trescott, and several members of the District.

#### APPROVAL OF THE AGENDA

##### **Add: Executive Report, item L, Volunteer Fire Officer Coordinator**

A Motion was made by Commissioner Boling and seconded by Commissioner Rorie: **Move to approve the Agenda as amended.** The motion carried unanimously.

#### APPROVAL OF THE CONSENT AGENDA

The following warrants and electronic transfers were approved for payment:

- Warrant Numbers 113020 through 113101 totaling \$351,474.54
- Electronic Transfers 04/01/2021 – 04/30/2021 totaling \$356,644.03

A Motion was made by Commissioner Rorie and seconded by Commissioner Boling: **Move to approve the Consent Agenda as written.** The Motion carried unanimously.

#### UNFINISHED BUSINESS:

**A. Policy P10.12.03 Electronic Signatures:** In November, 2020, the Board reviewed draft policy P10.12.03 Electronic Signatures; the draft procedure was then distributed to the membership for a 30-day review period. Chief Rash said no comments were received.

**B. Policy P10.02.11 Commissioner Compensation:** In November, 2020, the Board reviewed draft policy P10.02.11 Commissioner Compensation; the draft procedures was then distributed to the membership for a 30-day review period. Chief Rash said no comments were received.

**C. Policy P10.02.08 Federal Procurement:** In November, 2020, the Board reviewed draft policy P10.02.08 Federal Procurement; the draft procedures was then distributed to the membership for a 30-day review period. Chief Rash said no comments were received.

A Motion was made by Commissioner Boling and seconded by Commissioner Rorie: **Move to adopt Policy P10.12.03, Policy P10.02.11, and Policy P10.02.08 as presented.** The Motioned carried unanimously.

## **NEW BUSINESS**

**A. Recruit Academy Instructor Memorandum of Understanding with IAFF Local 3711:** Chief Rash stated in 2020 the Board signed a MOU with Local 3711 allowing for the temporary assignment of a recruit academy instructor in conjunction with the regional recruit academy. The MOU was for one year in order to evaluate the program. Both parties believe it was beneficial and important to have leadership and continuity during the recruit academy, and also reduce the impact of the academy on the Division Chief of Training. Chief Rash presented the Board with a new Recruit Academy Instructor MOU which is also temporary in nature; \$24,000 is allocated for the assignment in the 2021 budget. The Chief said there is a potential the issue will be addressed in upcoming contract negotiations.

A Motion was made by Commissioner Boling and seconded by Commissioner Rorie: **Move to accept the MOU with IAFF Local 3711 for the Recruit Academy Instructor position.** The Motion carried unanimously.

**B. BVFF Pension Certification:** Chief Rash said former volunteer, Sue Cronk, retired from the District with 17 years of service and has requested to receive her BVFF pension. The Local Board must confirm Ms. Cronk is eligible for a pension by certifying that her BVFF Certificate of Eligibility for Pensions is true and accurate. The District's Local Board consists of Board Chair Commissioner Hesse, Commissioner Boling or Commissioner Rorie, Volunteer Bob Lundy, Chief Rash, and District Secretary Carol Trescott.

A Motion was made by Commissioner Hesse and seconded by Chief Rash: **Move to approve Sue Cronk's BVFF Certificate of Eligibility for Pensions.** The Motion carried unanimously.

## **EXECUTIVE REPORT: Chief Rash**

**A. COVID-19 Update:** The District has received full reimbursement for all Covid-related equipment and supplies submitted through the CARES Act grant. The fire service is working at the state level with Labor and Industries (L&I) on mask mandates for vaccinated and non-vaccinated employees. At this time L&I has stated they are not modifying their guidance; District directives will be updated based on direction from L&I.

**B. Annual Report:** Chief Rash presented the Board with a draft 2020 Annual Report. Chief Rash recognized staff and Division Chief Long for their work on the project.

**C. Proclamations by the Board of Fire Commissioners:** Chief Rash asked the Board if they had an interest in recognizing significant events by the practice of issuing an official proclamation. He cited Wildfire Awareness Month as an example.

The Commissioner felt by proclamation they would be able to emphasize important matters and approved the use of Board proclamations.

**D. Policy Procedure Review 21-01:** The first installment of procedures was distributed electronically to the membership. Comments were to be submitted to Chief Rash by May 10<sup>th</sup>; no comments were received. A second batch of procedures will be sent to the membership electronically by the end of the week.

**E. Spring/Summer Newsletter:** The Commissioners received a draft copy of the Spring/Summer edition of the *Fire 8 Flyer*; they felt it was nicely worded and had no changes. The newsletter will be printed and sent to the community.

**F. Engine Refinance:** The apparatus bond refunding has been executed. All transactions have been completed and funds have been transmitted and received by all parties.

**G. Local 3711 Contract Negotiations Notice:** The District will be entering into contract negotiations with Local 3711. Work on initial language has begun and negotiation dates will be set in the near future.

**H. Levy Lid Lift Timeline:** Chief Rash shared a timeline for the District's upcoming August Primary Levy Lid Lift. The Chief worked with legal to ensure the District is compliant in soliciting both "pro" and "con" statements and a request for comments has been posted on the District's website. Chief Rash will create a video to inform the membership about the lid lift request and will present it to the Board along with an updated timeline outlining the education and marketing process. The Chief will send an informational letter to area homeowners associations within the District with an offer to answer their questions and provide information. He will also make use of social media to share information on the lid lift. The Chief asked the commissioners if they will be available for public meetings and/or video conferencing with the community. The first public meeting is tentatively set for June 22<sup>nd</sup>; a second meeting will be held around July 15<sup>th</sup> in order to coincide with the Prop 1 mailer and the arrival of ballots.

The Board stated they would like to see all three commissioners in attendance at the public meetings and requested that the meetings to be in person with a remote option.

Chief Rash said District 3 and District 4 are also going out for levies at the August Primary election.

**I. Avista Interlocal Agreement:** In 2020 the Board authorized Chief Nielsen to enter into an inter-local agreement with Avista Utilities. The agreement provides that fire personnel will be dispatched to a location when Avista receives notification of a trip that isn't set back in the appropriate time, or when they feel there is added risk. One such instance occurred in 2020 and it was within District 8's response area.

**J. Fire Station Grant Opportunities:** The American Rescue Plan proposed by the White House may provide opportunities for infrastructure and facilities funding for agencies who have shovel-ready proposals. There is typically a short application period and Chief Rash would like to work with the District's grant writer to explore the program with an emphasis on a replacement for Station 84 and upgrades to Station 85.

The commissioners felt this program was a good opportunity and approved of Chief Rash and the grant writer moving forward with the groundwork.

**K. Leary Firefighter Foundation Grant:** The Leary Foundation helps fund vehicles, equipment, education, and technology for fire service agencies in the United States. Chief Wilkins submitted a \$20,000 grant request to fund forcible entry equipment and costs associated with creating that cadre. There is no agency required match for Leary Foundation grants.

**L. Volunteer Fire Officer Coordinator:** Staff will meet with Volunteer officers and the Support Services Coordinator next week to solicit their input on changes to the District's volunteer program.

#### **ANNOUNCEMENTS**

- Candidate Filing Dates are 05/17 – 05/21; Commissioner Boling will run for reelection.
- Commissioner Rorie said the Department of Ecology grant period is now open; the application timeline for grants is short. Both Valley Fire and District 8 have been successful in the past.

#### **CORRESPONDENCE**

- Alarm Statistics

#### **FUTURE AGENDA ITEMS**

- Policy/Procedures 21-03 Installment
- Oath of Office for the District's two newly promoted full-time Lieutenants

#### **PUBLIC COMMENTS**

Bob Lundy inquired on the status of legislation that would raise the cap on pension fees paid into the BVFF pension plan and increase the maximum benefit paid to plan members. This would potentially affect those who extend their volunteer service.

Commissioner Boling said the WFCOA is in favor of the change to legislation which would allow volunteer members to continue their service and receive an increased pension benefit for the additional time they serve the community.

Chief Rash said the Washington Fire Chiefs is also monitoring the legislation. He noted there is a fiscal impact attached to the bill which had not been worked out at close of session.

#### **EXECUTIVE SESSION**

At 6:32 pm, Commissioner Hesse called for Executive Session per RCW 42.30.110 (1)(c) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. The commissioners, Chief Rash, and Carol Trescott entered the Zoom breakout Executive Session.

At 6:38 pm, Commissioner Hesse called the regular meeting back in session.

No decisions were made in Executive Session.

#### **ADJOURNMENT**

At 6:40 pm Commissioner Hesse adjourned the regular meeting.

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Lee C. Boling, Vice-Chair  
Fire District 8 Commissioner

ATTEST:

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Carol L. Trescott, District Secretary