

**Spokane County Fire Protection District 8
Board of Fire Commissioners Regular Meeting**



MINUTES

June 14, 2022, 6:00 pm

CALL TO ORDER

A regular meeting of the Board of Fire Commissioners was held at Station 82 and on Zoom. Chair Lee Boling called the meeting to order at 6:00 pm. In Attendance: Commissioner Greg Hesse, Commissioner Lee Boling, Fire Chief Lonnie Rash, Assistant Chief Chris Wyrobek, District Secretary Carol Trescott, members of the District and members of the community. Commissioner Rorie attended the meeting via Zoom.

PLEDGE OF ALLEGIANCE & INTRODUCTIONS

PUBLIC COMMENTS

None

APPROVAL OF THE AGENDA

Add: Executive Session for the purposes of negotiations

A Motion was made by Commissioner Hesse 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 113992 through 114067 totaling \$302,406.14
- Electronic Transfers 05/01/2022 – 05/31/2022 totaling \$425,735.63

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

UNFINISHED BUSINESS:

A. Part-time Program: Chief Rash requested discussion on the part-time program be deferred until the July regular meeting.

B. Policy Adoption - Family Medical Leave & Washington Paid Family Medical Leave: After legal review and a Special Board of Fire Commissioners meeting on April 26th, the Board approved policy P10.07.01 Family Medical Leave; and, P10.07.02 Washington Paid Family Medical Leave. Both policies were posted for a 30 day review period; Chief Rash received no comments on either policy and he moved both policies forward to the Board for adoption.

A Motion was made by Commissioner Hesse and seconded by Commissioner Rorie:
Move to approve policy P10.07.01 as presented. The Motion carried unanimously.

A Motion was made by Commissioner Hesse and seconded by Commissioner Rorie: **Move to approve policy P10.07.02 as presented.** The Motion carried unanimously.

NEW BUSINESS

A. Policies/Procedures Review: Chief Rash presented the Board with draft procedure 100.05.03 Special Operations Water Tender Response, which will clarify and update immediate need water tender response criteria for on-duty engine companies. He also presented draft procedure 20.05.01 Therapy Dog Program, which establishes a procedure for the District's new therapy dog program.

The commissioners approved both procedures as written; Chief Rash will post procedures 100.05.03 and 20.05.01 for a 30-day review and comment period.

B. Policies/Procedures Workshop: Chief Rash stated that one-third of the District's procedures are reviewed annually, however, there is currently no process in place for policy review. He asked the commissioners to consider dates and times to conduct a workshop to begin reviewing Board policies.

Chief Rash will offer several workshop date options to the commissioners, as well as date options to conduct an annual September budget workshop.

EXECUTIVE REPORT: Chief Rash

A. Structural Personal Protection Equipment Purchase: The District has moved forward with the purchase of new structural PPE. The equipment was budgeted at \$200,000; the actual cost will be approximately \$179,000.

B. Local 3711 Supervisor's Contract and Memorandum of Understanding: Chief Rash thanked the Board and the Local for the time both invested in drafting the new supervisor's contract and concurrent MOU.

C. Labor Management Committee: District management and Local 3711 are collaborating on several topics within a Labor/Management setting. Both parties recognized the need to address mandatory overtime, and as a result, scheduling guidelines were established and a June 1 implementation deadline was met.

In addition, data has been collected from comparable agencies relative to the amount of leave they allow for parental bonding. Labor/Management will meet again on June 22nd with the goal of bringing a collaborative recommendation to the Board in July.

The committee has also been conducting meetings with respect to the accommodation process and is currently working on a draft MOU for member accommodations.

D. Ambulance Service Board: The current ambulance service provider contract allows for an annual CPI inflator. A 5.5% increase went into effect June 1st with a base rate increase from \$975 to \$1,028; and a mileage increase from \$23.45 to \$24.74.

E. Injury Leave/Extended Leave: Two fulltime employees are currently off on long-term leave (more than six months); one full-time employee is off on FMLA. The

occurrence of at least one person out per shift has become the norm and generates additional overtime costs.

F. Comment Process for BoFC Meetings: A process is being developed to allow people who are not in attendance at a Board of Fire Commissioners meeting to be able to submit their comments to the commissioners prior to a meeting. Staff is also working on technology aspects for the continuing virtual meeting environment.

G. 75th Anniversary Update: The District will kick off its 75th anniversary year on June 23rd at Craft & Gather. This will be an informal outdoor event and Chief Rash will recognize and present years of service pins to several District members. Local 3711 will sponsor several golf mats at the driving range.

OPERATIONS REPORT: Chief Rash

A. Station Inspections: Chief Officers are continuing the tradition of fire station and apparatus inspections. The purpose of this week's inspections is to maintain stations and equipment, identify gaps, and prioritize facility needs.

B. EMS Agency of the Year: The EMS Council selected SCFD8 as the Spokane County 2021 EMS Agency of the Year. MSO Tom Chavez was chosen to receive the EMS Safety Award for his work on the forefront of the pandemic in securing supplies needed to keep our members and the community safe. MSO Chavez was also co-recipient of the EMS Hero Award for his work on establishing a local EMS vaccination clinic. The local clinic model was used throughout the state.

ANNOUNCEMENTS / CORRESPONDENCE

A. Home Assessment Thank You: Chief Long has completed a number of home safety assessments in 2022 and he received a formal thank you from an appreciative homeowner.

B. L3711 "Freeman Strong" Scholarship Award: Local 3711 continued a tradition created in 2021 by presenting a \$1,000 Freeman Strong scholarship to one Freeman High School graduating senior.

Chief Long said the Local established the scholarship last year and it may be presented to one or up to five recipients. Criteria to receive the award may be based on such traits as the student's courage, perseverance, or sacrifice. The Local plans to continue this annual tradition.

C. Commissioner Boling will attend a WFCOA Executive Meeting on June 30th; and he will attend a WFCOA Board of Directors meeting on July 9th. Area commissioners are hosting a hospitality suite at the WFCOA Annual Meeting in Spokane this October.

EXECUTIVE SESSION:

At 6:23 pm, Commissioner Boling called for a 15 minute Executive Session to resume at 6:40 pm per RCW 42.30.140(4)(b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or

mediation proceedings, or reviewing the proposal made in the negotiations or proceedings while in progress.

At 6:40 pm, Carol Trescott announced Executive Session will extend an additional ten minutes, until 6:50 pm.

At 6:50 pm, Commissioner Boling called the regular meeting back in session. No decisions were made in Executive Session.

FUTURE AGENDA ITEMS

- A. Baltimore Road Property
- B. Mid-year Budget Review

ADJOURNMENT

At 6:51 pm Commissioner Boling adjourned the regular meeting.

Lee C. Boling, Chair
Fire District 8 Commissioner

ATTEST:

Carol L. Trescott, District Secretary