

SPOKANE COUNTY FIRE PROTECTION DISTRICT NO 8

Board of Fire Commissioners Regular Meeting



MEETING MINUTES

September 9, 2025; 6:00 pm

CALL TO ORDER & INTRODUCTIONS

A regular meeting of the Board of Fire Commissioners was held at Station 82 and accessible on Zoom. Commissioner Andy Rorie called the meeting to order at 6:00 pm. In Attendance: Commissioner Andy Rorie, Commissioner Jeff Larsen, Commissioner Lee C Boling, Interim Fire Chris Wyrobek, District Secretary Michelle Rodgers, HR Manager Renee Scacco, members of the District, and members of the public.

INTRODUCTIONS & PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Commissioner Rorie stated no comments were received via online or on the website.

APPROVAL OF THE AGENDA

A request was made to move New Business A & B before Unfinished Business.

A motion was made by Commissioner Larsen and seconded by Commissioner Boling: 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 116579 through 116634 totaling \$598,270.10
- Electronic Payments 08/01/2025 – 08/31/2025 totaling \$629,834.24

A motion was made by Commissioner Boling and seconded by Commissioner Larsen: move to approve the Consent Agenda as presented. The motion carried unanimously.

NEW BUSINESS

A. Captain Hawley Swearing in Ceremony: Chief Wyrobek shared Nate Hawley has been a dedicated member of District 8 since 2006, consistently demonstrating leadership professionalism and commitment to the community we serve. His performance throughout the promotional process was exemplary and he achieved the top overall score among all candidates testing. Chief Wyrobek also recognized Renee Scacco for her leadership and organizing and overseeing an outstanding promotional process. Captain Hawley was sworn in.

B. CPR Save Pins: Chief Wyrobek told how Gabe Gerhart observed an MVA. Gabe Gerhart was commended for his rapid actions as a bystander as well as engine 81 crew, Lieutenant Brandon Ricci, FF Ryan Newcomb, and FF Lindsey McKahan. Also, from

Engine 85, FF Paramedic Alek Holmstrom, FF Brian Myers, and 820 for the day, Division Chief Marty Long. Pins were presented and a group photo was taken.

Meeting adjourned for a break to eat cake.

Meeting reconvened at 6:35 PM.

UNFINISHED BUSINESS

A. BC Job Description: Chief Wyrobek discussed the renaming the Division Chief role. In collaboration with labor and with the approval of the Division Chiefs, the title Battalion Chief was selected. Chief Wyrobek will be sending the job description to members for a 30-day review and then back to the Board for a final approval.

A motion was made by Commissioner Larsen and seconded by Commissioner Boling: move to approve the draft job description. The motion carried unanimously.

NEW BUSINESS

C. State Audit Frequency: Chief Wyrobek informed the board of the change in threshold which could allow the District to move to a State Audit every three years or we could remain at every two years. Commissioner Boling and Rorie stated their preference was to stay at with every two years. Commissioner Larsen concurred.

D. Idaho Business License for Employee Income Tax Withdrawal: Chief Wyrobek explained the District has received a request from members to explore options for withholding Idaho State income taxed from payroll for employees who reside in Idaho. Finance Manager Michelle Rodgers determined the District would be required to apply for an Idaho Business license and is seeking Board approval. There would be no financial impact.

A motion was made by Commissioner Boling and seconded by Commissioner Larsen: move to obtain the Idaho Business License for the purpose of Idaho Income Tax Withholding. The motion carried unanimously.

E. Access to Facilities Resolution and Policy: Chief Wyrobek stated it was brought to the district's attention that other agencies across the state have experienced situations where a self-proclaimed auditor appears without notice and demands access to a records index and to facilities for a spot inspection. Legal council recommends adopting a resolution regarding public records indexing, and to adopt a policy that District facilities are not open for unsupervised public access.

A motion was made by Commissioner Larsen and seconded by Commissioner Boling: move to pass Records Index Resolution 25-07. The motion carried unanimously.

A motion was made by Commissioner Boling and seconded by Commissioner Larsen: move to adopt Access to Facilities Policy 10.09.08. The motion carried unanimously.

EXECUTIVE REPORT: Chief Wyrobek

A. Capitol Project Update: Chief Wyrobek brought attention to the project at Station

81; Aug 27 was final inspection. Chief Wyrobek noted we are waiting for an inspection date for certificate of occupancy. Chief Wyrobek stated Station 85 remodel has had significant progress; however, there are some delays related to the sprinkler work. Completion date has been pushed back to December 10 as an estimate for this project. Chief Wyrobek updated the Board of Maintenance 81 and Station 85 financial changes and remaining obligation.

B. Campbell Road Annexation Hearing: Chief Wyrobek informed the Board the hearing from the County commissioners occurred September 9, the board approved resolution 25-05, the annex new lands on Campbell Rd. at the request of those citizens. The decision will be reported back to us through our attorney.

C. SREC Update: Chief Wyrobek noted the SREC center will relocate to its backup facility in Fire District 9 starting January 1, 2026, vacating their current city building to allow the city to move forward with establishing its own dispatch center. Roll in the new CAD program and project and the timelines associated with that going live anticipated in March 2026 for the new hexagon CAD for the SREC users and then a new phone system occurring in the fall of 2026 for 911.

D. DEM Budget update: Chief Wyrobek explained DEM is facing a budget shortfall due to a proposed reduction in county funding and uncertainty around the federal funding the department relies upon. Sheriff Knowles had a positive discussion last week with county commissioners, appears they have been able to avoid staffing reductions for 2026. However, the departments capacity to carry out customary functions will be limited and likely depend on the level of federal funding. A couple of examples include the 24-hour duty officer and federally funded classes.

E. County Fire Leadership updates: Chief Wyrobek stated effective October 6, 2025, Chief Julie Oberg with the city of Spokane announced her retirement. Effective October 7, 2025, Assistant Chief Tom Williams appointment to take over as Chief. Chief Wyrobek noted Spokane Valley Fire Deputy Chief of Operations Zach Bond just retired leaving 2 Deputy Chief vacancies; Operations and Support Services. Chief Wyrobek further noted Spokane Valley added a third Deputy Chief position, Administrative Deputy Chief. Chief Wyrobek announced Spokane Valley had two internal promotions; Brian Treffy promoted to the Operations Deputy Chief and Karl Cantrell to Support Services Deputy Chief. Chief Wyrobek also noted an out of state hire was made for Administrative Deputy Chief position.

OPERATIONS REPORT: None

DISTRICT SECRETARY: Michelle Rodgers

- A. WFCR Registration - October 22-25 - Tulalip, WA**
- B. Snure Seminar Registration - October 22 - Tulalip, WA**
- C. WSRM Registration - November 5-7 - Leavenworth, WA**

District Secretary, Michelle Rodgers, informed the board hotel rooms had been secured and asked to confirm attendance so she can complete registration on all 3 events.

ANNOUNCEMENTS AND CORRESPONDENCE

A. 9/11 Ceremony @ all four Stations, 06:30-07:30: Chief Wyrobek informed the Board the 9/11 ceremony will be held at all 4 stations from 6:30-7:30 AM with the more formal ceremony at station 81 with the ringing of the bells and remarks from Chapel McNally.

B. SCFCA Meeting @ Station 81, 9/11/25, 1800: Chief Wyrobek updated the time as 7PM @ Station 81 with a tour of the Maintenance Facility remodel.

C. Budget Workshop @ Station 82, 9/16/25, 1500: Chief Wyrobek reminded the board of date & time.

D. Thank you from CDA FF: Chief Wyrobek noted the thank you for attendance.

E. Thank you from Chaplain Program: Chief Wyrobek stated we received a thank you for participating in the Chaplain Program Academy.

F. Thank you from NNO: Chief Wyrobek informed the Board of the National Night Out thank you for providing the community a Q&A; Chief Wyrobek was in attendance.

EXECUTIVE SESSION

None

FUTURE AGENDA ITEMS

A. November BoFC Meeting: Date/Location change - November 12 at 5:00 pm at station 81 with ribbon ceremony at 4:00 pm; Blue dress shirt to be worn by all. Policy Workshop November 18 at 3:00 pm.

B. Maintenance 81 and Station 85 Ribbon ceremonies.

ADJOURNMENT

A motion was made by Commissioner Larsen and seconded by Commissioner Boling: move to adjourn the meeting. The motion carried unanimously.

At 7:23 pm Commissioner Rorie adjourned the regular meeting.



Andrew V. Rorie, Chair
Fire District 8 Commissioner

ATTEST: 

Michelle Rodgers, District Secretary