

SPOKANE COUNTY FIRE PROTECTION DISTRICT NO 8

Board of Fire Commissioners Regular Meeting



MEETING MINUTES

April 14, 2026; 5:00 pm

CALL TO ORDER & INTRODUCTIONS

A regular meeting of the Board of Fire Commissioners was held at Station 85. Commissioner Jeff Larsen called the meeting to order at 5:02 pm. In Attendance: Commissioner Andy Rorie, Commissioner Lee C. Boling, Commissioner Jeff Larsen, Fire Chief Kenneth Erben, District Secretary Michelle Rodgers, HR Manager Renee Scacco, members of the district, and members of the public.

INTRODUCTIONS & PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

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

APPROVAL OF THE AGENDA

A motion was made by Commissioner Boling and seconded by Commissioner Rorie: move to approve the agenda. The motion carried unanimously.

APPROVAL OF THE CONSENT AGENDA & MINUTES:

The following warrants and electronic transfers were approved for payment:

- Warrant Numbers 117015 through 117070 totaling \$270,997.55
- Electronic Payments 03/01/2026 – 03/31/2026 totaling \$700,986.82

The following Minutes were approved as presented:

- March 10, 2026 Regular Meeting Minutes

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

UNFINISHED BUSINESS

A. Deputy Fire Chief Posting: Chief Erben reported that the district has received applications for the Deputy Fire Chief position. He also noted that Chief Wilkins provided valuable guidance on promoting the position through social media. The application period will close on April 19, 2026.

NEW BUSINESS

A. Approval of past Meeting Minutes (fiscal year 2025 and January 2026): Finance Manager Michelle Rodgers reported that, during the auditors' exit interview, it was noted that prior meeting minutes did not explicitly document formal approval of those minutes. Therefore, FM Rodgers requested that a motion be made to approve all special and regular meeting minutes for 2025, as well as the January 2026 meeting minutes. She noted that all minutes had already been signed and posted, and therefore could not be

amended retroactively. FM Rodgers stated that adopting this motion should address the auditors' concern for the next audit.

A motion was made by Commissioner Rorie and seconded by Commissioner Boling: to approve the regular and special meeting minutes for January 2025 through December 2025 and January 2026. The motion carried unanimously.

EXECUTIVE REPORT: Chief Erben

A. Coffee with the Chief: Chief Erben reported that his first community event, Coffee with the Chief, was held at The Porchlight. He reported there were at least a dozen community members in attendance. He plans to hold future events near stations 81, 84, 85 and will inform the public of those events on social media. Commissioner Boling commended Chief Erben for putting this event together as he had feedback from attendees who appreciated the event.

B. Debris Day: Chief Erben reported that this was a great, well-attended event and deferred to Chief Long for further report. Chief Long reported that the community members brought enough yard waste to fill up three of the four bins and that the event was better attended than in years past. Chief Long reported that the district receives a grant to help pay for the event.

OPERATIONS REPORT: Chief Erben

A. Spokane County Resource Nomenclature System: Chief Erben stated SREC is moving to a new CAD system and in doing so, they aim to identify new assets within the county. It has been previously approved to implement the three-digit nomenclature numbering system for each of the district's units. District 8 has been reserved unit numbers 800-899. All units will be numbered in a three-digit form.

B. ASB Board Position: Chief Erben reported that he attended his second Ambulance Service Board meeting. Chief Jenkins expressed a desire to have help with the Board. Chief Erben volunteered his services and a new position of "Vice Chair" will be created.

C. EMS Consumables Reimbursement: Chief Erben stated that as discussed at the previous Board meeting, ASB consumables reimbursement monies invoiced to AMR will be reimbursed to the district based on the call. Depending on transport volume, AMR will pay ASB and ASB will reimburse the districts on the Board for consumables.

DISTRICT SECRETARY: Michelle Rodgers

A. Personal Financial Affairs Disclosure: District Secretary Michelle Rodgers reminded the Board that Personal Financial Affairs Disclosures are due April 15, 2026.

B. Nicholas & Associates: District Secretary Michelle Rodgers stated that the Chelan Meeting is June 5, 2026. Reservations have been made for Commissioner Rorie, Commissioner Boling, Commissioner Larsen and Chief Erben.

ANNOUNCEMENTS AND CORRESPONDENCE

A. SCFD8 Leadership Workshop: Chief Erben reported that there will be a leadership workshop on April 15, 2026, at Station 82 from 8 am till 5 pm. The aim will be to create a shared vision of the direction the district is going. The agenda will include SCFD8 mission, vision and values, SWAT analysis and setting priorities. Commissioner Larsen and Commissioner Boling will be in attendance.

B. District Open House: Chief Erben reported the upcoming open house event will be at Station 81 on May 9, 2026 between 10 am and 1 pm. Commissioner Boling expressed concern about having the vendors inside the shop building with tools, etc.

EXECUTIVE SESSION

At 5:25 pm Commissioner Larsen requested an Executive Session for 15 minutes 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.

Chief Erben, Finance Manager Michelle Rodgers, and HR Manager Renee Scacco joined the commissioners in the Executive session.

At 5:40 pm, Commissioner Larsen called the meeting back in session.

FUTURE AGENDA ITEMS

A. None

Commissioner Boling had the following comments:

- Commissioner Boling reported he will be going to Walla Walla with Chief Jeffries and the family of Cody Traber to the DOT Meeting for Cody Traber. The committee has finished the paperwork necessary to get the bridge named after Cody.
- Commissioner Boling reported he will be traveling to Olympia for the WFCA meeting.

ADJOURNMENT

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

At 5:41 pm Commissioner Larsen adjourned the regular meeting.



Jeffery A. Larsen, Chair
Fire District 8 Commissioner

ATTEST: 
Michelle Rodgers, District Secretary