

SPOKANE COUNTY FIRE PROTECTION DISTRICT NO 8

Board of Fire Commissioners Regular Meeting



MEETING MINUTES

June 9, 2026; 5:00 pm

CALL TO ORDER & INTRODUCTIONS

A regular meeting of the Board of Fire Commissioners was held at Station 82. Commissioner Jeff Larsen called the meeting to order at 5:00 pm. In Attendance: Commissioner Andy Rorie, Commissioner Jeff Larsen, Commissioner Lee C. Boling, Fire Chief Kenneth Erben, District Secretary Michelle Rodgers, HR Manager Renee Scacco, and members of the district, and members of the public.

PUBLIC COMMENTS

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

APPROVAL OF AGENDA

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

APPROVAL OF THE CONSENT AGENDA:

The following warrants and electronic transfers were approved for payment:

- Warrant Numbers 117127 through 117177 totaling \$249,132.27
- Electronic Payments 05/01/2026 – 05/31/2026 totaling \$681,213.88

The following Minutes were approved as presented:

- May 12, 2026 Regular Meeting Minutes
- May 27, 2026 Special Meeting Minutes

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

UNFINISHED BUSINESS

None

NEW BUSINESS

None

EXECUTIVE REPORT: Chief Erben

A. Annual Wellness Ultrasound Screening: Chief Erben indicated that the Annual Wellness Ultrasound Screening for district employees will be June 24-26. The second round of screenings will be in September.

B. Essential Personnel Software Implementation: Chief Erben reported that the Essential Personnel Software Implementation on-site training will be done in the next two months for HR tracking of annual appraisals and tracking of Pro-D requirements for firefighters. He said the appraisals will be done on an annual basis and the software will allow all supervisors to access all performance-based information.

C. Amazon Business Accounts / Station Supplies: Chief Erben reported a change for station supply ordering. He reported that orders will be done by station captains going forward. This will allow captains to order supplies and keep inventory for their facilities and give them exposure to the finance side of the fire district. Nate Hawley will in charge of implementing this change.

OPERATIONS REPORT: Chief Erben

A. Emergency Tones / County FOG Safety Chapter Update: Chief Erben reported that he was tasked with rewriting the safety chapter of County FOG/Emergency Tones. In the Emergency Tones, the term “abandon” was changed to “alert” in order to be used multifunctionally at the commander’s discretion. Another change he reported was updating the ways emergency tones can be activated by dispatchers.

B. Shift Leveling and Reassignments: Chief Erben reported that there have been several changes and promotions within the district that have required shift leveling and reassignments to ensure that all stations are manned properly while helping to reduce overtime.

C. Burn Restrictions: Chief Erben noted that burn restrictions to date have not been implemented by the county but DNR has a rule burn restriction as of May 29, 2026. He reported that the district will post the DNR update on the website and post on social media as well as the reader boards regarding the restriction. Permitted burns and recreational burns are allowed.

DISTRICT SECRETARY: Michelle Rodgers

None

ANNOUNCEMENTS AND CORRESPONDENCE: Chief Erben

A. Thank you from PEO Chapter E: Chief Erben reported that the district received a thank you from PEO Chapter E. The note thanked Marty Long and Alex for their willingness to attend their event and answer any questions they had.

B. Thank you from Lisa Graue: Chief Erben also reported that the district received a thank you from Lisa Graue regarding the facilitation of the funeral service for her dad, Jim Graue.

C. Recruit Graduation June 12 @ 10:30AM – Whitworth University: Chief Erben noted that the district has four recruits graduating on Friday, June 12, 2026 at 10:30 am. The ceremony will be at Whitworth University. He indicated that the recruits will begin work at District 8 the Monday after graduation.

FUTURE AGENDA ITEMS:

None

ADJOURNMENT

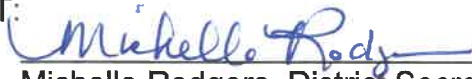
A motion was made by Commissioner Rorie and seconded by Commissioner Boling: move to adjourn the meeting. The motion carried unanimously.

At 5:21 pm Commissioner Larsen adjourned the meeting.



Jeffery A. Larsen, Chair
Fire District 8 Commissioner

ATTEST:



Michelle Rodgers, District Secretary