

**Board of Fire Commissioners
Spokane County Fire Protection District 10
929 South Garfield Road
Airway Heights WA 99004
BOARD MEETING MINUTES**

March 3, 2020

5:00pm

Chairman Mericle called the meeting to order at 5:00pm

Present

Commissioners Scott Mericle, Ken Pegg and Gordon Hester; Chief Ken Johnson; Deputy Chief Orlando Sandoval; Division Chief Debby Dodson; Lt Michael Risley and Administrative Director Peggy Callahan.

Approval of the Agenda

Corona Virus Update was added under correspondence. The agenda was approved as amended.

Approval of the Minutes

Minutes from the February 4, 2020 meeting were approved as mailed.

Correspondence

Financial Report

AP Warrants 13145 – 13168 totaling \$53,459.51 were approved. AP EFT/ACH totaling \$45,575.49 was approved. Payroll Warrants 808107 - 808116 totaling \$16,477.97 were approved. PR DD/EFT/ACH totaling \$106,744.55 were approved. Check # 13162, 13163, 13164 and 13165 were voided. January bank reconciliation was reviewed.

Chief's Report

- The WA State Parks has made contact with us regarding further discussions, copy of the email provided.
- Corona Virus, there has been a lot of specific planning and discussions in the county.
- Dispatch created a special code 36 Pandemic to track patients who may fall into the flu category.
- You should have received a copy of the new letter in the mail.
- Fire Ops 101 is coming up, Scott Mericle is attending this year with Jared Murphey.
- Brian Snure (attorney) has informed us the Freedom Foundation is trying to get very personal information about public safety employees. He has filed an injunction to stop the release of personal information on public safety employees.

- Worked with the Deep Creek water association and made some recommendations. It should be noted this water system is gravity feed only.
- Spokane Cares program, we will have a representative come out and discuss the program and how they can help us.
- County Wide AMR contract is expiring in June. The county chiefs have been discussing some changes they would like to incorporate into the contract.
- Volunteer Firefighters Pension Enhancements being proposed at the state level.
- We had a meeting with Lt. Colonel Mark Scott of the local guard unit to discuss partnership opportunities.
- MX track reached out to us and ask if we could do standby events.
- Chief Johnson talked with a Lieutenant from the Sheriff about a possible MOU with our air supply and also discussed other opportunities.
- On February 27th we attended a Public Hearing on Proposed text amendment to the Spokane County Zoning Code, Chapter 14.804 Signage Standards, to allow fire stations to include bulletin boards and electronically changeable message signs on their property. The Spokane County Planning Commission made a recommendation to accept the proposed amendment.

New Business

1. Volunteer Captain Job Description – DC Sandoval presented a revised job description for Volunteer Captain. Commissioner Hester made a motion to approve the job description as presented; seconded by Commissioner Pegg. Motion carried.
2. Volunteer Lieutenant Job Description - DC Sandoval presented a revised job description for Volunteer Lieutenant. Commissioner Hester made a motion to approve the job description as presented; seconded by Commissioner Pegg. Motion carried.
3. SOP 301 - DC Sandoval presented revisions to SOP 301 for Lateral Entry Fire Fighter and Resident Fire Fighter. Commissioner Hester made a motion to approve the job description as presented; seconded by Commissioner Pegg. Motion carried.

Old Business

1. Review and discuss follow up from roundtable discussion Lt Risley reported on Prevention Activities. He is scheduling annual business inspections for the month of April; he will be taking the Edith and Smoke Trailer to schools in the district; district is holding quarterly Stop the Bleed classes; the prevention department is considering holding a class for apartment managers/custodians to review what prevention looks for when doing an inspection. Lots of new construction in the district. Lt Risley recently completed testing for his Fire Officer 1 Certification.

Executive Session: Per RCW 24.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. Commissioner Mericle took the board into executive session at 6:25pm for fifteen (15) minutes;

6:40pm Executive session extended fifteen (15) minutes
6:55pm Executive session extended fifteen (15) minutes
7:10pm Executive session extended fifteen (15) minutes
7:25pm Executive session extended five (5) minutes
7:30pm Regular meeting resumed.

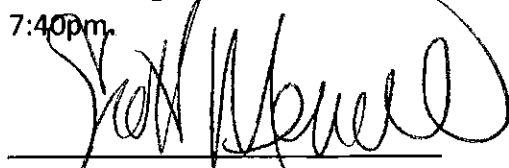
2. Administrative Staff Review – Commissioner Hester made a motion to increase administrative staff salaries 3% effective March 4, 2020, also to allow administrative staff to forego dependent medical insurance coverage and use funds toward deferred compensation; seconded by Commissioner Mericle. Motion carried. Board will look at additional increases during the next budget cycle.

Public Comment – Commissioner Mericle opened the meeting up to public comment.

Adjournment

The next regular meeting will be April 7, 2020 at 5pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 7:40pm.



Scott Mericle, Chairman

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