

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

October 7, 2014

4:00 pm.

Chairman McKelvey called the meeting to order at 4:00 pm

Present

Commissioners Jim McKelvey, Jerry McCoury and Ken Pegg; Administrative Director Peggy Callahan; Chief Nick Scharff and Deputy Chief Orlando Sandoval.

Approval of the Agenda

Agenda approved as submitted.

Approval of the Minutes

Minutes of the September 23, 2014 meeting were approved as corrected.

Correspondence

Financial Report

AP Warrants 10284 – 10360 totaling \$65,970.53 were approved. Payroll Warrants 807473– 807498 totaling \$15,545.60 were approved. PR DD/EFT/ACH totaling \$86,582.24 were approved. Commissioners also received a 3rdQ Budget Analysis Report.

Chiefs Report

- Chief contacted General Fire for an update on Engine 10-3. He was unable to speak with our representative, so no update available.

Old Business

1. Job Descriptions (4) DC Ladd
Deputy Chief Ladd presented a job description for Fire Chief. Discussion followed and it was recommended that a Master's Degree and Type III Incident Commander be put under "preferred qualifications". It was also recommended that "basic" qualifications be changed to "minimum qualifications." Discussion followed regarding board's concern about being informed when Executive Staff is being hired. Rather than include in a job description it was decided that DC Ladd would draft an administrative policy to address the board's concerns. Motion was made by Commissioner Pegg to approve the job description with the recommended changes. Seconded by Commissioner McCoury. So moved.

New Business

1. ESCI Presentation on Feasibility Study.

ESCI made a presentation to the board on the Feasibility Study that they were hired to perform. Discussion followed regarding study recommendations for cooperative services between Spokane County Fire District 10, Medical Lake Fire Department and Airway Heights Fire Department.

Public Comment

Commissioner McKelvey opened the meeting up for public comment.

Executive Session

Commissioner McKelvey took the meeting into Executive Session at 5:57pm per RCW 42.30.140(g) that a 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.....

The session will last 10 minutes.

Regular meeting resumed at 6:07pm.

Adjournment

The next regular meeting will be November 4, 2014 at 6:00 pm at Station 10-1. There will be a Special Meeting held on October 14, 2014 at 6pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 6:07pm.


James McKelvey, Chairman
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