

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

November 3, 2015

6:00 pm.

Chairman McKelvey called the meeting to order at 6:05 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**

Executive session was added to agenda; agenda approved as amended.

**Approval of the Minutes**

Minutes from October 6, 2015 meeting were approved as mailed.

**Correspondence**

Email from Tim Duvivant, City of Spokane Budget Director regarding leasehold tax invoices. We continue to invoice the City of Spokane for leasehold taxes even though the City has failed to pay any of the invoices. Per legal advice we will continue to invoice the City quarterly for the leasehold taxes.

Medic One Grant – AD Callahan submitted a grant application to Medic One. They are offering \$1000 grants for fire departments that are mostly volunteer and participated in wildfires this summer.

**Financial Report**

AP Warrants 11409 – 11482 totaling \$51,941.78 were approved. AP ACH totaling \$10,676.18 were approved. Payroll Warrants 807773 – 807744 totaling \$11,686.455 were approved. PR DD/EFT/ACH totaling \$92,830.44 were approved.

**Chiefs Report**

- Wildland Fires invoices have been submitted to DNR and WSP. Reimbursement is slow but starting to come in for equipment. DNR indicated that they would be finishing their processing by the end of October.
- Fire Danger is at LOW with rule burns and DNR permitted burns allowed. Inland Empire Fire Chiefs have lifted burn restrictions
- Recruit School Training Tower incident investigation is complete. SFD will institute additional training for all participating agencies.

- Fit Testing is in process for both mask types (5 strap and 4 strap).
- Chief Scharff attended WFCM Conference October 21-23 in Tulalip. L&I will be scheduling courtesy visits in December to talk safety.
- Improvements to training room will be scheduled this month. We are looking to replace outdated equipment and tie in conference room and break room in order to allow folks to view training from either location.
- District recently purchased Dewalt Tool sets to replaced 18V sets that were purchased 8-10 years ago.
- The district will be putting together a list of surplus items for the board to review.

### **Old Business**

1. CSA Update – Nothing new to report.

### **New Business**

1. Levy Certification – AD Callahan presented the 2016 Levy Certification. Commission Pegg made a motion to approve the certification as presented, seconded by Commissioner McCoury. Motion carried.
2. Resolution 15-01 – AD Callahan presented Resolution 15-01. Commission Pegg made a motion to approve the resolution as presented, seconded by Commissioner McCoury. Motion carried.
3. Fit Testing Machine – Chief Scharff briefed the commissioners on the district's intent to purchase a FIT Testing Machine. We received quotes from three vendors and have decided to go with LN Curtis.
4. Thermal Imaging Cameras – Chief Scharff briefed the commissioners on the district's intent to purchase Thermal Imaging Cameras. We received quotes from three vendors and have decided to go with LN Curtis. Discussion following regarding number of cameras to purchase.

### **Public Comment**

Commissioner McKelvey opened the meeting up for public comment.

**Executive Session** per RCW 42.30.100(1)(g) Commission McKelvey took the board into executive session at 6:58pm, session will last fifteen (15) minutes. Those included in executive session were board members, Chief Scharff and AD Callahan.

7:08pm – regular meeting resumed.

**Adjournment**

The next regular meeting will be December 1, 2015 at 6:00 pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 7:09pm.



James McKelvey, Chairman

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