

Newman Lake Fire and Rescue
AKA: Spokane County Fire District No. 13
Board of Commissioner Special Meeting
April 30, 2020

The meeting was held at NLFR Fire Station No. 1, N 9324 Starr Road, Newman Lake, Washington on April 30, 2020 at 1 PM. Chairman Small called the meeting to order at 1:10 PM.

ROLL CALL

In attendance, following strict social distancing guidelines, were Chairman Kathleen Small, and Commissioners Eileen Weyrauch and Teresa Phelps, NLFR Fire Chief Stan Cooke and Newman Lake Fire Aux. Representative Fay LaGrande

CHIEF REPORT

Chief Cooke explained that the Fire Training session on May 7, 2020 would be a special training where he will discuss and outline his future plans, expectations for staff and volunteers and potential new or revamped programs. He invited the Board to attend.

Chief Cooke presented his Volunteer Shift Program, Resident Program and Duty Officer Program to the Board, which included costs. Discussion and review followed. Commissioner Weyrauch made the motion and Commissioner Phelps seconded that the Board accept the Programs as presented. Chairman Small called for the vote, the motion carried unanimously.

The revised job description for the Finance-Secretary-Human Resources was presented. Discussion followed. Fay LaGrande said that the job title was unwieldy and suggested that administrative assistant might be better choice. Commissioner Phelps made the motion, and Commissioner Weyrauch seconded, that the job description be accepted as presented and the job title be changed to Administrative Assistant. Chairman Small called for the vote, the motion carried unanimously.

Chief Cooke explained he has scheduled a "Live Burn" at the Spokane Valley Fire Burn Tower on June 14, 2020. It is mandatory training. He explained that Chris Neumann, a Spokane Valley Fire Fighter, has the needed expertise that qualifies him to train on the burn tower and he requested he be hired as a consultant for the burn for better coverage, the Board approved.

Chief Cooke explained the donated TV in the resident's area is being replaced with one that will allow internet connection.

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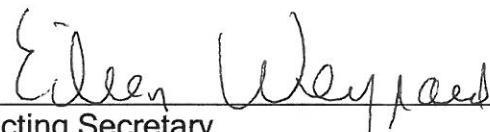
CHIEF REPORT continued:

Chief Cooke reported he had a phone called from the Hauser Lake Fire Department to discuss Fire Chief hiring. Discussion followed. The Board gave permission for Chief Cooke to talk with them about their needs and explore the possibility of a combined staff.

Chairman Small stated that as there was no further business the Special Meeting of April 30, 2020 was adjourned at 2:45 PM.



Chairman Kathleen M Small



Acting Secretary
Commissioner Eileen Weyrauch