

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for July 21, 2021
BOARD OF FIRE COMMISSIONER MEETING

BVFF MEETING 12:50 PM

The Board of Volunteer Firefighters committee met to review and approve an invoice voucher requesting reimbursement of \$100 each on two initial physicals for volunteer firefighters Braden McKinley and Nathan Mercer. Chair Weyrauch motioned to approve the voucher; Secretary Harbin seconded; Chair Weyrauch called for the vote which passed unanimously.

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on July 21, 2021, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Commissioners Eileen Weyrauch and Teresa Phelps; Ben Kaiser participated via GoToMeeting
Others Present: Chief Stan Cooke, D.C. Kim Stanley, Secretary Robin Harbin, and Auxiliary Rep. Faye LeGrand

CONSENT AGENDA

The consent agenda consisted of the 2021 minutes for June 16, 2021, Financial Reports, and Approval of Warrants #10481 - #10531 in the amount of \$55,065.52; Payroll Taxes in the amount of \$5,474.00, and DRS Pension in the amount of \$1,233.82. Commissioner Phelps moved to accept the consent agenda; Commissioner Kaiser seconded; Chair Weyrauch called for the vote, which passed unanimously.

AUXILIARY REPORT

The fire auxiliary report was given by Faye LeGrand. The current auxiliary treasury balance is \$2,473. The t-shirt sale will end at midnight tonight. Gross sales are currently reported at \$6,840. Invitations to join the auxiliary were sent out to 37 new neighbors. The auxiliary hopes to see some of these new neighbors at their August 2nd meeting.

CORRESPONDENCE

Two memos were received from Brian Snure:

- 1) **Long Term Care Act:** Robin reported that volunteers are not subject to the .58% payroll deduction to be imposed on all Washington employees beginning January 1, 2022. Commissioners and employees will be subject to the payroll deduction unless they provide proof of having private long term care insurance.
- 2) **House Bill 1310:** Chief Stan reviewed the memo and discussed the indirect impact of the bill on fire departments. House Bill 1310 will go into effect July 25, 2021, at which time, law enforcement will no longer respond to calls involving mental health unless an active crime is taking place. Fire departments have the authority to respond to all medical calls. However, departments are not obligated to respond to all calls. Without the support of law enforcement, departments must consider first responder safety when establishing protocols regarding response to mental health and other potentially dangerous incidents. Stan will be discussing potential policy changes with the management team before presenting to the board. Response to non-emergency calls, (i.e., plumbing, electrical, and non-medical emergency lift assists), was also discussed.

UNFINISHED BUSINESS

Lexipol Update: Chief Stan presented new Standard Operating Procedures for Board approval. Commissioner Kaiser motioned to approve SOPs #500-504, #600-615, #700-711, and #800-803; Chair Weyrauch seconded; Chair Weyrauch called for the vote which passed unanimously.

Air Conditioning Repair Update: The coil has been replaced in the outdoor unit for the resident side of Station 1. The HVAC system is now working fine. The total cost for the three visits to recharge the system, detect the leak, and install the new coil came to just over \$4,000.

Apparatus Update: Our two medic trucks are in service. Squad 13-1 has been named "Maude"; Squad 13-2 is "Sadie". We had originally budgeted \$95,000 for one truck. Due to the ARU Cadre's diligence in exploring many options, we were able to get two trucks for \$96,000. Medical supplies and equipment have been placed in the trucks for easy access. The Blue Star of Life will be applied to the truck canopies; additional gear such as backboards and stokes baskets will go on the top racks. Names of those who have given donations will be placed on the trucks.

Construction Projects Update: The blocks for the burn building will be placed the beginning of August with the final paint and asphalt to be completed the end of August. The current storage Conex will be moved to use as storage for burn building props and supplies. The auxiliary will then have space in the storage building which is to be completed around the end of September.

Staffing and Salary Schedule Updates:

- 1) The resident firefighter policy was updated to better define expectations. We are recruiting for three residents. Joe, Maddie, and Blake have chosen not to be resident volunteers. Maddie and Blake will stay on as shift volunteers.
- 2) Chief Stan proposed double stipends to firefighters on some holidays to assure shift coverage. This will be reflected on the updated salary schedule.
- 3) Chief Stan proposed that Robin's hourly pay for 1 year be increased to an even \$24, rather than the originally scheduled \$23.46 per hour.

Commissioner Phelps motioned to approve the salary schedule with double stipends for some holidays and \$24 per hour at one year for the administrative assistant; Commissioner Kaiser seconded; Chair Weyrauch called for the vote, which passed unanimously.

NEW BUSINESS

Bulldog Fence Proposal: Bulldog Fence, a separate and unrelated entity from Bulldog Contractors, will be installing a gate in the back fence to provide necessary access to the burn building and pavilion. The proposed cost, with tax, is \$3,500. Commissioner Kaiser motioned to approve the Bulldog Fence proposal; Commissioner Phelps seconded; Chair Weyrauch called for the vote, which passed unanimously.

New Helmet Purchases: Many of our helmets need to be replaced. Chief Stan discussed the type of helmets we would like to purchase and estimates the total cost to be approximately \$4,000.

Budget Review: Expenditures from the operating fund have been about \$50,000 per month, on average. If we continue with that track the remainder of the year, we will be approximately \$114,000 in the black at the close of 2021.

Copier/Printer Proposal: Fisher's Technology submitted a proposal for a Canon DX C257if multifunction machine at \$1,693.30; the additional desktop laser printer is a Canon image RUNNER

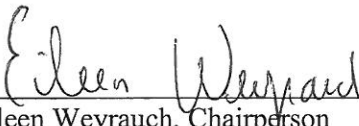
1643i black only multifunction machine at \$650. The total purchase price for the two machines is \$2,343.30. Our maintenance contract with Fisher's Technology includes all parts, labor, and consumables, except paper. The maintenance contract is billed in arrears monthly at .0137 per black and white copy; .078 per color copy; and .0145 per copy for the desktop machine. Fisher's Technology will haul off the old machine and provide delivery, installation, and unlimited training on the new machines. Commissioner Phelps motioned to approve the proposed copier and printer contract with Fisher's Technology; Commissioner Kaiser seconded; Chair Weyrauch called for the vote, which passed unanimously.

PUBLIC COMMENTS - None

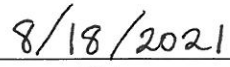
GOOD OF THE ORDER

ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:58 p.m.



Eileen Weyrauch, Chairperson



Date



District Secretary



Date