

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for July 20, 2022
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on July 20, 2022, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Chair Teresa Phelps, Commissioner Ben Kaiser, and Commissioner Eileen Weyrauch
Others Present: Secretary Robin Harbin and Faye Le Grand; Captain Jake Ambach participated via GoToMeeting

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for June 15 and July 2, 2022; Financial Reports; and Approval of Warrants #11072 - #11117 in the amount of \$88,356.68, (Warrant #11071 was a special warrant approved 6/28/2022 in the amount of \$15,261.63 to HR Painting), Payroll Taxes in the amount of \$6,160.68, and DRS Pension in the amount of \$1,425.02. Commissioner Kaiser moved to accept the consent agenda; Chair Phelps seconded; Chair Phelps called for the vote, which passed unanimously.

AUXILIARY REPORT

Faye Le Grand stated online t-shirt sales are still being rectified; an auxiliary balance will be provided once all is finalized. The annual hot dog and t-shirt sale was a success. Community members were happy to get back together after two years of Covid 19 restrictions and enjoyed getting together at the fire station. Attendees loved the live music provided by Carol Jeffries and her Coeurimba band. Faye commented that it was nice to have so many volunteer firefighters present at the open house; the kids loved the fire hats handed out by the department. The next auxiliary meeting will be held August 1st at Faye's house.

CORRESPONDENCE

Robin shared a notice from Occupational Health Solutions, the department's EAP (employee assistance program), announcing an increase in monthly fees from \$50 to \$100 plus an additional \$92 per counseling visit. Robin will search for a more affordable option as an EAP program is required by NFPA 1500.

UNFINISHED BUSINESS

July 4 Open House Review: Robin shared that open house attendees seemed to enjoy the flow and organization of the event. The weather was not too hot, except for the Coeurimba band playing outside in the sun. Information was provided for community members inquiring about department activities; stickers and fire hats were handed out to children. Community members were very positive except for one individual who made negative comments about the fire department to other attendees.

Resolution 2022-4 Provisional Levy Lid Lift Review: The board was asked to consider postponing Resolution 2022-4 which had been approved at the June 15th meeting. The resolution provided for a \$0.28/\$1000 increase for the fire levy to be placed on the November 8, 2022 ballot should the August 2nd levy lid lift not pass. Commissioner Kaiser motioned to postpone Resolution 2022-4 pending economic recovery; Commissioner Weyrauch seconded; Chair Phelps called for the vote which passed unanimously.

Part-time Firefighter: Mark Lengyel has gone from a volunteer to a part-time firefighter for the district through the end of 2022. Mark will work thirty (30) hours per week at \$20.00 per hour. Jake Ambach stated Mark's duties will focus on training up new recruits and working in conjunction with Jake to develop and implement Company Performance Standards (CPS's) as well as a comprehensive maintenance program. Mark's work will ensure accurate and consistent training for new recruits; establish benchmarks for remedial training; institute systematic completion of maintenance; and relieve burn-out of current volunteers who have contributed hundreds of hours over the past few years training new recruits. As a part-time firefighter, Mark will qualify for PERS retirement as well as health insurance. Commissioner Weyrauch motioned to approve Mark's part-time firefighter contract for (thirty) 30 hours a week at \$20.00 per hour; Commissioner Kaiser seconded; Chair Phelps called for the vote which passed unanimously.

NEW BUSINESS

Salary Schedule: Commissioners reviewed and approved the salary schedule which was updated to include the part-time firefighter position.

Current Staffing: New recruits include one community volunteer - Aleshia Salter, and three shift volunteers - Jonathan Kendrick, Tanner Cassell, and Kasey Hendrickson. Shift volunteers Tim Archer, Josh Archer, and Will Archer chose to leave the department effective July 8, 2022. Robin reported a 100% turnover of resident volunteers over the past two years and a 63% turnover rate of shift volunteers. Volunteers have left the department for a variety of reasons including being hired by a career department, joining the military, conflict in work and/or school schedules, discovering it is not the right fit, and lack of commitment to training requirements.

Station 1 Grassy Areas: Station 1 is preparing to replace grassy areas with river rock. This will save money in water and lawn treatments and allow volunteers to spend time training rather than mowing. We may have a source to donate and deliver the river rock.

Program Modifications: Chief Stan is developing the following programs in cooperation with Deputy Chief Kim and Captain Jake –

- Duty Officer Task Book
- Maintenance Program
- Training Program

These program modifications will lay out specific expectations, parameters, requirements, and schedules for consistency and best practices. Stan will discuss the framework for each program in subsequent meetings.

Auto Aid Agreements with SVFD & Kootenai Fire for 2nd Alarm Structure Fires: Chief Stan is developing an auto aid agreement with the closest stations of Spokane Valley Fire

Department and Kootenai Fire for second alarm structure fires. We currently have mutual aid agreements with these departments; an auto aid agreement will assure automatic dispatch of departments to second alarm fires by contractual agreement. Stan will present the auto aid resolution to the board after meeting with Spokane Valley Fire Department and Kootenai Fire Department to finalize the details of the agreement.

PUBLIC COMMENTS - None

GOOD OF THE ORDER

The Spokesman Review recently published two articles about Newman Lake Fire and Rescue. The first, published July 8, explained the need for a fire levy lid lift but also quoted Chief Stan saying it is OK to not pass the levy lid lift in light of dramatic increases in property assessments. The second article of July 13 announced a recent donation of canned drinking water for firefighters from Anheuser-Busch.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:53 p.m.



Teresa Phelps, Chairperson

8 - 17 - 22
Date



Robin Harbin, District Secretary

8/17/2022
Date

