

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for September 15, 2021
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on September 15, 2021, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

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

CONSENT AGENDA

The consent agenda consisted of the 2021 minutes for August 18, 2021, Financial Reports, and Approval of Warrants #10570 - #10614 in the amount of \$29,026.01; Payroll Taxes in the amount of \$5,678.15, and DRS Pension in the amount of \$1,273.68. Chair Weyrauch moved to accept the consent agenda; Commissioner Kaiser seconded; Commissioner Phelps called for the vote, which passed unanimously.

AUXILIARY REPORT

The fire auxiliary report was given by Faye LeGrand. The current auxiliary treasury balance is \$4,776.22. The t-shirt sale has been finalized with gross sales of \$7,380. \$363.59 was brought in from the kayak raffle. After discussion at the last auxiliary meeting, breakfast with Santa has been postponed due to Covid-19. Adopting a needy family will not be done as it is against the bylaws of the fire auxiliary. The auxiliary is hoping the fire department will add to the outdoor Christmas light displays for the community to enjoy.

CORRESPONDENCE

Snure Legal on Covid Vaccine Proclamation: Snure Law Office sent a memo dated September 7, 2021 discussing detailed steps to take when processing requests for exemptions from the Covid vaccine requirement. Steps include evaluating risk and making appropriate accommodations to protect patients and coworkers. Accommodations may include enforcement of established PPE requirements, social distancing, and patient contact rules.

UNFINISHED BUSINESS

Construction Projects Update: Chief Stan reported the final permits are in place for both the burn building and the storage building.

- 1) *Burn Building* - The prefabricated shipping containers are scheduled to be delivered to the burn building site behind Station 1 this Thursday and Friday, September 16 and 17. Onsite assembly and painting of the containers should be completed by the end of the month.
- 2) *Storage Building* – Bulldog Contractors will have lumber delivered later this week. They anticipate beginning work on the storage building as early as Monday, September 20.

NEW BUSINESS

Advanced Life Support ALS Approval: Spokane County has approved our medics, Jake Ambach and Mandie McIntosh, to provide Advanced Life Support. EMS Captain Josh Ambach has ordered ALS boxes and the necessary medications and equipment to administer advanced life support. The ALS jump kit will ride on Command 13-3. ALS equipment and medication includes supplies needed for cardiac patients. Narcotics are not a part of the ALS jump kit.

Fire Academy 2021: Chief Stan outlined the upcoming Fire Academy which is scheduled to begin on September 23, 2021. The five-week academy will take place on Thursday nights and all day Saturdays from 8:00 a.m. to 4:00 p.m. Three of the Thursday Fire Academy nights will dovetail with regular training and will be mandatory for all; other Thursdays will be for SCBA wearers only. Some outside instructors will be coming in to lead certain components of the Academy.

When-I-Work Scheduling Software Increase: Robin reported we have exceeded the maximum of 20 users on our current price level of the When-I-Work shift scheduling software. The next price tier level of 21-30 users will increase our expense by a total of \$181.60 per year, an increase of \$15.13 per month.

Springbrook Express SBX Accounting Software Cloud Based Platform: Robin presented a proposal from Springbrook Express to upgrade our accounting software to their cloud-based platform. Springbrook bought out BIAS a little over a year ago and has since been encouraging users to switch to their cloud-based platform. Our current service is \$2,622.28 per year pre-tax, to be increased to \$2,753.50 next year. The cloud-based platform would cost \$4,960.28 pre-tax. Robin has discussed this with IT Professional Michael Garrison Stuber and recommends we continue with our current platform. As there is a possibility Springbrook may phase out our current platform in the future, we should budget a contingency for the cloud-based upgrade after 2022.

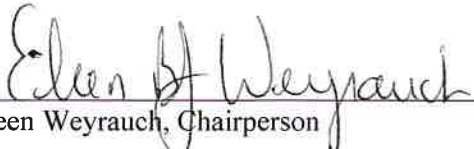
PUBLIC COMMENTS – Community member Jeff Willits is installing a 3000-gallon cistern. He will be in contact with Chief Stan to discuss adding a port to the cistern for fire hose connection.

GOOD OF THE ORDER

Robin announced the commissioners are off the wait list and now have rooms at the Tulalip Resort for the Annual WFCA Conference. The conference is still set to go on as scheduled with safety standards established to protect against Covid-19. Robin has also reserved rooms for the Northwest Leadership Conference scheduled this coming March, 2022.


ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:27 p.m.



Eileen Weyrauch, Chairperson

10-27-21
Date



Robin Harbin
District Secretary

10-27-2021
Date