

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for May 20, 2020
BOARD OF FIRE COMMISSIONER MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on May 20, 2020 at 1:00 PM at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Chair Kathy Small, Commissioner Teresa Phelps and Commissioner Weyrauch
Others Present: Interim Chief Stan Cooke, Deputy Chief Kim Stanley, Toni Halloran and Faye LeGrande

CONSENT AGENDA

The consent agenda consisted of April 15 and April 30, 2020 minutes, Chief's Report, Financial Reports and Approval of Warrants #9887 - 9923 in the amount of \$24,998.95, Payroll Taxes in the amount of \$5,981.25 and DRS Pension in the amount of \$812.66. Commissioner Phelps moved to accept the Consent Agenda, Commissioner Weyrauch seconded. Chair Small called for the vote which passed unanimously.

AUXILIARY REPORT

They have \$3,370.08 in the bank. They held a virtual meeting May 4. Katie Ruffles is stepping down from the Auxiliary for family health reasons. The flowerpots in the front of the station are done. The discussion now is whether to postpone the Hot Dog Sale because of the restrictions due to COVID19. One suggestion was to postpone until August when Phase 3 of the quarantine opens. There is usually a blood drive associated with the hot dog sale. The blood mobile is not going out right now and they were wondering if they could use the station for a blood drive July 27.

CORRESPONDENCE

None

UNFINISHED BUSINESS

Staffing Update: We have six (6) new volunteers; 2 are residents, 1 will be a shift volunteer with fire experience from District 4, 1 support only, 1 EMS only and 1 just starting. Daily shift work has begun, Monday through Friday.

New Tender: The chassis was paid for last month.

Electronic Sign: Kelli is in the process of getting required permits to finish the sign.

Meeting Room Waiver: Stan has reviewed the meeting room and can fix to waive fee to Newman Lake Property Owners. Commissioner Phelps moved to approve change to the policy, Commissioner Weyrauch seconded. Chair Small called for the vote which passed unanimously.

Old Station 1: Commissioner Small asked where we were in the process of cleaning it out. Nothing has been done yet. Faye asked what the Auxiliary will do with their stuff. When the new training/maintenance facility has been built at the new station there will be a room for the Auxiliary to store their stuff. Faye will check into what they can do with their stuff during the interim.

NEW BUSINESS

Administrative Assistant: We will be interviewing six (6) candidates, two (2) are from the first advertisement for the job and the other four (4) are from the most recent advertisement. Two interviews were held last Friday, the remaining interviews will be this afternoon and tomorrow.

Live Burn: There is a live burn training scheduled for June 14 at the Valley FD training tower. Stan is in discussion with Valley FD for Station 4 to possible cover district coverage while personnel are at the training.

L & I claim: The district received a letter stating the claim for Keith Yamane dated February 26, 2020 has been closed. This was for an injury he states occurred when he was working on one of the apparatus.

Unemployment Claim: A letter from Employment Security was received approving the unemployment application they received for this department.

DNR Response Agreement: We have received the DNR Response agreement that needs to be signed.

PUBLIC COMMENTS

None

At 1:45 PM

EXECUTIVE SESSION: RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for employment or to review the performance of a public employee.

At 1:45 PM the Board went into executive session for 10 minutes.

At 1:55 PM executive session ended, and regular meeting resumed

No actions were taken during the executive session.

GOOD OF THE ORDER

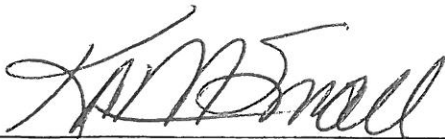
Commissioner Weyrauch moved to change the Interim Chief position to a permanent position. Chair Small will send an email to personnel stating the intent to make Interim Chief Cooke's position a permanent position. Personnel will have 24 hours to respond. Commissioner Phelps seconded, Chair Small called for the vote which passed unanimously.

Stan stated Avista called. They are initiating a "break in system" dispatch notification process. When they are notified there is a break in the system, they will notify dispatch to send the fire department to check it out while they get their crews in route. The intent is that this could mitigate a small event from becoming a big event. The Board approved Stan to sign the agreement.

Chair Small requested the past 5 years compensation for the Commissioners.

ADJOURNMENT

As there was no other business meeting was adjourned at 2:10 PM.



Kathy Small, Chairperson

June 17, 2020

Date



District Secretary

June 17, 2020

Date