Grant County Fire District No. 8
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Board of Commissioner Regular Meeting Minutes

The regular meeting of the Board of Fire Commissioners of Grant County Fire Protection District No. 8 was held on October 13, 2026. The meeting was held in person and via Zoom. Information for the public to participate was posted on our website and at the main station. The meeting was recorded by Zoom.

The meeting was called to order at 16:00 by Chair Commissioner Debra Crain.

The Pledge of Allegiance was spoken.

Commissioners present: Debra Crain, Richard Jenkin, Joshua Seanard (Zoom), Scott Nesbit (Zoom), and William Kennamer (Zoom). A quorum was established.

Others present: Chief Matt Hyndman, Assistant Chief Les Sandstrom, District Secretary Barbara Davis, FF/EMT Nick Trejo

There were members of the public in attendance via Zoom, and they were welcomed and invited to comment. There were no comments.

Approval of Agenda: The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Seanard. Second: Jenkin. Motion approved unanimously.**

Consent Agenda: The Consent Agenda with Vouchers, Payroll, and Transactions was reviewed. Vouchers were audited and certified by the auditing officer as required by RCW 42.24.080, and those expenses reimbursed claims certified as required by RCW 42.24.090, having been recorded on a listing that was made available to the Board. A motion was made to approve the Consent Agenda as presented. **Motion: Jenkin. Second: Seanard. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Chief reviewed his written report. Call volume in September: 68 calls - EMS 61, Fire 7; this was about 2% higher than this time last year. Chief provided an update on apparatus repairs and maintenance as well as progress on new apparatus builds. The details were discussed. Chief stated that one resident gave notice and testing and interviews to refresh our hiring list were taking place this week. He also stated the mechanic position application period was extended to the end of the month. Chief provided a garage project update. He reported on various projects taking place around all stations and stated that he ordered tables and chairs for future events because our current tables and chairs are inadequate. Chief announced that a patient was grateful for our care during a recent transport and she is providing a catered prime rib dinner for all members at Station 81 on October 20,2026. He invited the Board as well. Chief reminded the Board of the WFCA Conference in Spokane from October 21, 2026, to October 24, 2026. He stated we did not get AFG grant for the pumper tender and had written two DNR grants that would be awarded before the end of the year. He had nothing further and there were no questions.

Assistant Chief's Report: Chief Sandstrom reviewed his written report. Chief reviewed the Lexipol Policy Manual process and progress. There was discussion on the next policies to issue, and it was decided that the Chiefs and Davis would propose a list for their review and approval after the WFCA conference. Chief reported that the Resident Program was fully staffed with a waiting list and he was onboarding an FF/Paramedic that would operate at a BLS level while volunteering. He reported that he

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attended the MPD meeting earlier this month and received clarification on transports from the clinics. Chief reported that three of the four EMT students have received their state certs and one is still in the progress of testing. He discussed the details of the Columbia River Fire Academy that started in August. Chief reported that the Safety Committee has been established and each shift meeting covers at least two safety topics. Chief announced that he was nominated and appointed to the Washington State Chiefs Association Board as the new State EVIP Coordinator. There was discussion on the details and time commitment. Commissioner Crain asked if the EMT students were the ones from the DOH hybrid class and Chief said they were. Chief added that Brenda Nolasco attended a course for Fire and Life Safety and was not certified, which will help our WSRB rating. Chief had nothing further and there were no additional questions.

Business Manager/District Secretary's Report: Secretary Davis reviewed her written report and the available financial reports. There was discussion on the ambulance billing reports and related EMS operations. Davis noted that there were small discrepancies in the ambulance revenue between the vendor and county treasurer's report that she was researching. Commissioner Jenkin asked how big they were and she replied about $750. Davis reported that the 2023-2025 Accountability Audit was underway and the in-person review was on September 30th. She reported on the data requests and expected the audit to be completed by the end of the month. She reminded the Board of a human resources course she signed up for in November. Davis reported that she would meet with the Columbia Bank manager tomorrow to discuss options for offsetting ACH transaction fees. Davis reported that our insurance broker was reviewing our medical/dental insurance policies and performing a market analysis, which should be done by next week. She stated she had nothing further and there were no questions.

***Unfinished Business*:**

1. Lexipol Knowledge Management System (KMS) Policies – AC Sandstrom recapped the Lexipol Policy Manual process and policies and the progress of acknowledgement of issued policies. No new policies were reviewed.

2. Fire Chief and Assistant Chief Job Descriptions – There was discussion on these job descriptions. The Board would like to see draft revisions soon.

3. 2027 Draft Budget – Davis reviewed the draft budget and stated that the only major changes were removal of the FEMA AFG grant revenue and expenditures since we didn't get the apparatus grant. Davis suggested the public hearing for the budget be 30 minutes before the November regular meeting and the Board agreed.

***New Business*:**

1. Resolution 2026-004 Establish Service Charges and Fees – Davis reviewed the resolution and suggested adjustments to charges and fees. Commissioner Kennamer asked for more information on the fire alarm fees and the chiefs explained and gave examples of recent incidents. A motion was made to approve Resolution 2026-004 Establish Service Charges and Fees as presented. **Motion: Jenkin. Second: Kennamer. Motion approved unanimously.**

Additional Business: None

Executive Session: None

Announcements & Upcoming Events

1. Next regular meeting: November 10, 2026, at 16:00 via Zoom and in person.

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2. Budget Public Hearing: November 10, 2026, at 15:30 via Zoom and in person.
3. Dinner: October 20, 2026, at 18:00 at Station 81.

There being no further business before the Board, the meeting was adjourned at 17:02 hours.

Board Chair	District Secretary
Date	Date

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