



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 at Fire Station 81, 510 E Government Road, Mattawa, WA on August 13, 2019. The meeting was called to order by Board Chair Scott Nesbit at 16:01 hours. The meeting was recorded.

The Pledge of Allegiance was spoken.

Commissioners present: Scott Nesbit, Debra Crain, Paul Parker, and Richard Kummer. A quorum was established. Commissioner Russell Brixey called prior to the meeting to say he had vehicle trouble and would not be present. A motion was made to excuse Commissioner Brixey's absence. **Motion: Parker, Second: Kummer. Motion approved unanimously.**

Others present: District Secretary Barbara Davis (Chief Patterson was on an EMS call)

There were no members of the public to welcomed and invited to comment.

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Kummer, Second: Crain. Motion approved unanimously.**

The Consent Agenda with Vouchers, Payroll, and Transactions was reviewed. Review and Approve Vouchers, Payroll, and Transactions: 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 had been made available to the Board. Davis stated that there was a separate approval for the fuel bill that came in just before the meeting. Commissioner Parker stated the July minutes did not reflect his arrival shortly after the meeting started. Davis stated she would correct this oversight. A motion was made to approve the Consent Agenda with changes as noted. **Motion: Kummer, Second: Parker. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Chief was absent so Davis reviewed his written report.

1. Call Volume – July had 30 fire calls and 31 EMS calls for a total of 61 calls for the month, with a year-to-date of 340 calls.
2. Powerline Fire – Chief provided maps and incident reports from the BLM Incident Commander. Davis recommended that board members who wanted more detailed information about the fire meet with Chief at their convenience.
3. Fire Investigation Task Force – Davis reported that Chief and Doug Anderson went to George for a meeting regarding the recent possible arson fires in our district and neighboring areas. She stated that the State Fire Marshall provided investigation training, which was delivered to our crew during a recent fire training drill. There was discussion on the recent fires.
4. Additional Brush Trucks – Davis reported that Chief had requested two trucks from DNR and we have been put on the waiting list.
5. New Hiring Process – Davis stated that to be compliant with SAFER grant requirements, we changed our hiring policy and procedure last year. In order to implement the procedure, she and Chief have

contracted with Public Safety Testing (PST) to administer the written test and the CPAT (physical abilities) tests to new hire applicants. PST has an online application process that makes it easier for Chief to review applications. Applicants from all over the state will be able to review our information and apply for the jobs. Davis stated that the process is still being developed and should be ready by the end of the week or next week. She said Chief is creating an eligibility list.

6. FF McConnell – Davis reported that Josh McConnell gave his two-week notice three weeks ago and his last day was August 7, 2019. He stated family commitments as his reason for quitting. There was discussion on this. Davis stated that Chief plans to backfill the position from the eligibility list created by the new hiring process. Commissioner Nesbit asked about the part-time employee moving into the full-time position and Davis suggested he talk with Chief about it, but she didn't think that would happen.

Davis stated there was nothing further on Chief's report. There were no questions.

Business Manager/District Secretary's Report: Secretary Davis reviewed her written report.

1. Financial reports were reviewed. The reports were reviewed and there were no questions or comments.
2. November Ballot-- Davis reported that she has confirmed that Commissioners Parker and Brixey would be on the November ballot as well as the general levy lid lift measure.
3. Blood Drive - The next drive is scheduled for Tuesday, September 17, 2019, from noon to 5:00 pm.

Davis added that she received an email shortly before the meeting from the Desert Aire Security and Safety Committee with an invitation to the District to attend a Security and Safety Summit they are hosting on Wednesday, September 11, 2019, at the Sagebrush Senior Center. They want a short presentation on the general levy increase along with fire safety and other emergency topics. Davis stated that she and Chief plan to attend their regular committee meeting tomorrow to find out more about the event.

Davis reported that Chief authorized her to purchase two iPads from Verizon for use in command vehicles. The connectivity of the iPads is better than the computers when on remote locations during fires. She stated that there was a chance that the iPads could replace the laptops when they reach the end of their useful life.

She stated she had nothing further to add and there were no questions.

Unfinished Business:

1. Facilities – Davis reported that soil testing was being done at the property this week. She said Chief expected the results by the end of the month or early next month. A question was asked about when the current station was sold. Davis stated the sale was finalized at the end of October 2017, nearly two years ago. There was discussion on the project
2. Grants – Davis reported that there have been no awards yet on the SAFER grant. She also reported that she and Chief were continuing to work with the grant writer on the SCBA grant.

There were no additional unfinished business items.

New Business:

1. 2020 Budget – Davis provided salary data in the packets and reviewed the information with the Board in preparation for the 2020 budget meetings. She stated that salary ranges needed to be adjusted in order to be competitive with other agencies. This will be an important factor in future hiring and succession planning

for when she and Chief retire. There was discussion on this. Commissioner Nesbit asked for data on total compensation, including cost of benefits. Davis stated she could provide that at the next meeting or during the special meetings for the budget. She also stated that she was starting earlier because she needed to develop two budgets – one for successful levy lid lift and one if it is unsuccessful.

There were no additional new business items.

Additional Business: none.

Commissioner Nesbit asked if there was a need for an Executive Session. There was none.


Announcements & Upcoming Events

- Next meeting: September 10, 2019 at 16:00.

There being no further business before the Board, the meeting was adjourned at 16:55 hours.



Board Chair



District Secretary

9/10/19

Date

9/10/19

Date