



## 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 January 14, 2020. The meeting was called to order by Board Chair Scott Nesbit at 16:00 hours. The meeting was recorded.

The Pledge of Allegiance was spoken.

Commissioners present: Scott Nesbit, Debra Crain, Paul Parker, Russell Brixey, and Richard Kummer. A quorum was established.

Others present: Chief David Patterson and District Secretary Barbara Davis

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

The agenda was reviewed. A motion was made to approve the agenda as presented. **Motion: Kummer, Second: Brixey. 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 apologized for the two voucher sheets. She stated that one was for claims and the other was for payroll claims. The total amount for vouchers was \$180,141.39 with \$135,124.65 for general and \$45,016.74 for EMS. Commissioner Nesbit stated there was a typo in Chief Patterson's salary in the December meeting minutes, He stated it should read "\$95,000" rather than "\$95,00." A motion was made to approve the Consent Agenda as presented with the correction to the December meeting minutes. **Motion: Kummer, Second: Brixey. Motion approved unanimously.** The documents were signed by the Board.

#### *Election of Chair and Vice Chair:*

Commissioner Nesbit opened nominations for Board Chair. Commissioner Kummer nominated Russell Brixey, who accepted the nomination. Commissioner Nesbit asked for other nominations and there were none so he closed nominations and asked for a vote. All voted unanimously in favor of Russell Brixey as Board Chair.

Commissioner Nesbit opened nominations for Board Vice Chair. Commissioner Parker nominated Debra Crain, who accepted the nomination. Commissioner Nesbit asked for other nominations and there were none so he closed nominations and asked for a vote. All voted unanimously in favor of Debra Crain as Board Vice Chair.

Congratulations were given to the new Chair and Vice Chair and the meeting was handed over to Commissioner Brixey to continue.

#### *Chief's Report:* Chief reviewed his written report.

1. Call Volume – December had 13 fire calls and 38 EMS calls for a total of 51 calls for the month. The year ended with 154 fire calls and 426 EMS calls for a total 580 for the year. Chief reviewed the statistical data provided in the packets.
2. Brush Truck 819 – Chief stated that tank, pump, and other parts are being ordered.
3. Ambulance 898 and BR 837 – Chief reported that A-898 and BR837 are back in service and he reviewed the repairs that were completed.

Chief stated that he has a pre-build meeting with Braun NW on 2/5/2020 in Chehalis. Chief stated he had nothing further to add and there were no questions.

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

1. Financial reports were reviewed. There were no questions or comments.
2. Resolution 2019-005 General Levy for 2020 – Davis stated that the Assessor's Office informed her that a resolution for levy was not needed after a voter approved levy lid lift per the Department of Revenue's interpretation of statutes. Davis stated that a letter was sent to the Assessor's Office rescinding Resolution 2019-005 for the General Levy. All documentation was in the commissioner's packets.
3. New FLSA Overtime Rule – Davis shared a memo from attorney, Brian Snure, outlining the changes in the rule.
4. Blood Drive - The next drive is scheduled for Thursday, January 23, 2020, from 12:30 pm to 5:30 pm.

Davis added that donations from the community for the Community Assistance Program totaled over \$900. She stated that she and Chief had discussed purchasing kit materials for the "Vial of Life" program. Chief explained the program. The Board agreed that it was a good idea. Davis stated she had nothing further to add and there were no questions.

**Unfinished Business:**

1. Facilities –
  - a. Station Report –
    - i. Chief shared the preliminary drawings of the memorial monument with the Board and there was discussion about it. The Board liked the design of the monument. Chief reviewed the station progress and permitting process and stated the architects are being very thorough.
2. Grants –
  - a. SCBA Grant – Davis reported that the grant period was still not open, but the narrative has been refined and the grant writer feels we are ready to input it once the grant period opens.
  - b. DOH Trauma Grant – Chief reported that he completed paperwork for this grant again this year. He said it would be small, but would help with medical supplies for trauma patients.
3. Resolution 2020-001 Commissioners as a Volunteer – Davis stated she had not heard from the attorney on the request for document review.
4. Policy Reviews and Updates – Davis stated she was waiting for the attorney.

There were no additional unfinished business items.

**New Business:** None.

**Additional Business:** None.

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

**Announcements & Upcoming Events**

1. Next meeting: February 11, 2020 at 16:00.
2. Blood Drive: January 23, 2020 from 12:30 to 17:30.

There being no further business before the Board, the meeting was adjourned at 16:38 hours.

  
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Board Chair

  
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District Secretary

  
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Date

  
\_\_\_\_\_  
Date