



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 March 14, 2023. The meeting was held in person and via Zoom. Information for the public to participate was posted on our website and on the door of the main station. The meeting was recorded by Zoom.

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

The Pledge of Allegiance was spoken.

Commissioners present: Debra Crain, Paul Parker, Richard Kummer, and Scott Nesbit. A quorum was established. Commissioner Russell Brixey texted just before the meeting to say he wouldn't make it. A Quorum was established.

Others present: Chief Matt Hyndman, District Secretary Barbara Davis, Firefighter/EMTs Ross Massey and Christian Robbins.

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: Parker. Second: Kummer. 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. Commissioner Parker asked about the GEMT refund amount. Davis explained that we were paid a little too much in 2020 and needed to refund the program. He also asked about the vice for the shop. Chief explained the expense. A motion was made to approve the Consent Agenda as presented. **Motion: Kummer. Second: Nesbit. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Chief reviewed this written report. Call volume in February: 49 calls - EMS 40, Fire 10. There was discussion on call volume. Chief reported that the ladder truck had the radios and headsets installed and the crews were figuring out where the equipment best fit. He stated that the engine was being worked on and it was scheduled to be done by the end of the month and we should have it by mid-April. Commissioner Nesbit asked when the ladder would be in service. Chief explained that the last of the parts for the aerial sensors had been shipped. Once they are received and installed, the ladder can be put in service. He gave an update on apparatus repairs and stated all apparatus were getting oil changes and the transfer case from T810 would need to be removed and worked on before it was safe to drive again. Chief updated the Board on personnel with the one resignation being filled by the first person on the hiring list, Christian Robbins, and he would be on B Shift. He stated that the open resident position hadn't been filled yet and we are still accepting applications for that position. Chief reported that the EMT class was going strong and the instructor and evaluators felt we had a good group of students. Chief reported that the DA house has been listed and shown. We had an offer that was \$40,000 below the asking price and our counter offer wasn't accepted. Grounds maintenance has been ongoing at all stations. Chief presented the latest logo concept. The Board agreed that the design was a good one. Davis suggested the Board adopt the new design by motion. A motion was made to adopt the new logo design as presented. **Motion: Kummer. Second: Nesbit. Motion**

approved unanimously. Chief stated he had been successful in getting some of the DNR grants he had applied for and unsuccessful with others. The largest was for communications and he planned to purchase BK radios to allow for better communications on mutual aids with other agencies. There was discussion on the radios and other grants. Chief said he had nothing further and there were no questions.

Business Manager/District Secretary's Report: Secretary Davis reviewed her written report and discussed the available financial reports. Davis reported that the Columbia Bank merge with Umpqua Bank was progressing. Payroll file uploads were tested successfully. Davis reported on the DOH QA/QI Project and provided a handout with the 18 attributes of a successful EMS agency. There was discussion on the attributes and project. Davis stated that Medicare initiated a ground ambulance data collection project and our agency would be reporting 2023 data in the first quarter of 2024. She received a quote from PCG, who does our GEMT data collection, that was a bit cost prohibitive. She stated that there was good guidance from Medicare and PCGs services might not be needed. There was discussion on this project. She had nothing further and there were no questions.

Unfinished Business:

1. Policy Reviews and Updates – The vacation policy was discussed and the Board requested a copy of the policy for the next meeting
2. Strategic Planning Workshop Updates
 - a. Facilities Updates – none
 - b. Apparatus Updates – Chief presented a quote from Braun NW to repaint and decal A896 to match A897. The cost included dismounting and remounting the module. There was discussion on it and the Board was not in favor of proceeding.
 - c. Staffing Plan – At the workshop last month, it was decided to apply for a FEMA SAFER grant for a recruitment and retention position. Davis reported that she let the grant writer know and we would begin writing the grant in the fall for submission next spring. She stated the position could be budgeted to begin in January 2025.

New Business: None

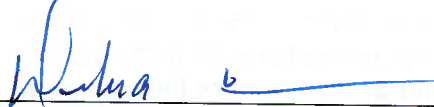
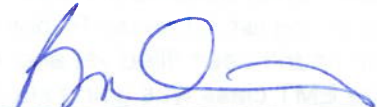
Additional Business: There was discussion on the SR 243 S road work project and Chief stated it was currently scheduled to begin in 2027. Commissioner Parker asked about Christian's background and Chief reported that he had been a volunteer with Ephrata Fire and worked as an EMT for AMR and Protection One.

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

Announcements & Upcoming Events

1. Next regular meeting: April 11, 2023 at 16:00 via Zoom and in person.

There being no further business before the Board, the meeting was adjourned at 16:48 hours.

 _____ Board Chair	 _____ District Secretary
4-11-23 _____ Date	4/11/23 _____ Date