



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 10, 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, Scott Nesbit, Richard Kummer, and Russell Brixey (via Zoom). A quorum was established.

Others present: Chief Matt Hyndman, District Secretary Barbara Davis, FF/EMT Ross Massey, FF/EMT Christian Robbins, Resident Evan Schalkle, Resident Hermilo Tlatelpa, and FF Martin Gonzalez

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: Parker. 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 explained that the Petty Cash reimbursement was larger than normal because the check to pay the Umpqua Bank credit card bill was lost and a stop payment ordered. She paid the bill using the Petty Cash account so the credit cards could be used. A motion was made to approve the Consent Agenda as presented. **Motion: Brixey. Second: Kummer. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Chief reviewed this written report. Call volume in September: 72 calls - EMS 56, Fire 16; 15 calls under from the same time last year. Chief gave an update on apparatus status and repairs on BR819, T810, and BR829. Chief stated Brittany Roberts was past her probationary period and her pinning ceremony would be after the open house tomorrow night. Chief reported that the FF1 class was going well. He also stated that the WFCFA conference was at the end of the month and there were two EMT students signed up for the winter class in Yakima. He reported that the compressor room repair was complete except for the light, the letter signage was up at Station 82, the fencing was up around the containers, and the engineer had been in touch about the shop and he was hoping to have some numbers by the end of the week. Chief reported that the SAFER and AFG grants were still being worked on and he and Davis had a conference call with the grant writer scheduled for next week. Chief reported that the WSRB review is due next year and he spoke with them this morning and got hints on what to focus on. He said he was signed up for a webinar tomorrow to hopefully learn more. Commissioner Nesbit asked about the Yakima EMT Training Program because we had gone away from using them for the past several years. Chief said he had spoken with Josh McConnell about it during OTEPs last month and learned that the program has been revamped and has a better than 95% success rate for students taking the NREMT test. There was discussion on the issue. 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 she had received the preliminary valuations from the Assessor's Office and was basing the 2024 budget on them. She said she didn't have all of the components yet, but would adjust the draft budget as needed. Davis reminded the Board that the EMS Levy would need to be reviewed next year for collection in 2025. She said she would ask Brian Snure to write the resolution for approval at the December meeting. She reported that the new commissioner emails were done, but she hadn't been able to set up Commissioner Brixey's because he'd been out of town. She had nothing further and there were no questions.

Unfinished Business:

1. Policy Reviews and Updates –
Travel, Per Diem, and Reimbursement Policy – Davis reviewed the policy that was presented to the Board last month. A motion was made to approve POL 5.1.6 Travel, Per Diem, and Reimbursement as presented. **Motion: Nesbit. Second: Kummer. Motion approved unanimously.**
2. Strategic Planning Updates
 - a. Facilities Updates – Chief outlined the conversation he had with the engineer. He said there were two options: A) a turn-key building designed by an architect, sent to bid, then choosing a builder with a 5-year warranty, or B) the shell and flooring would be engineered, sent for bid, and the builder chosen to build just the shell and flooring; the interior would be added as funds allowed. There was considerable discussion on the details. Commissioner Nesbit asked about additional quarters built onto the main station. Chief said he spoke to the architect about it in May and it was doable. There was discussion on this as well as ideas for improvements at Station 82 as well as looking for grants for a training center
 - b. Apparatus & Equipment Updates – Chief said old Ambulance 898 has been cleaned up for sale. There was discussion on auctioning it or donating to another district. Chief said that Grant County Emergency Management was trying to get a grant to purchase Rescue 815.
 - c. Staffing Plan – Davis reviewed the volunteer recruitment and retention plan and marketing plan. She said the grant writer was concentrating on the AFG grant and the SAFER grant was on hold for now. The plan was tabled until needed by the grant writer.

New Business:

1. Draft 2024 Budget – Davis presented the draft budget to the Board and suggested they schedule a special meeting to discuss it in depth. It was decided to hold the special meeting on Wednesday, November 1, 2023 at 4:00 pm. There was discussion on some budget items such as the turnout budget and replacement plan for PPEs.

Additional Business:

1. BLS vs AEMT: A question was asked about the difference between being an EMT and AEMT. Davis said the AEMT could give more medications and the program was about 180 hours less than the program for paramedic. There was discussion.
2. New Badge – Chief presented FF/EMT Massey with the new style badge.


3. Dispatch – Commissioner Parker asked the voice over dispatch. Davis said the initial page was computer generated and updates were given by the dispatchers.
4. Fire Alarm at Station 81 – Commissioner Crain asked about the fire alarm at the main station. Chief stated the fire suppression system was supposed to be in test mode, but the alarm company didn't get the message.
5. Apache Helicopter – Commissioner Nesbit asked about the Apache helicopter from the incident at SR 243 S MP 18. Chief reviewed the call and there was discussion on the details

Executive Session: None

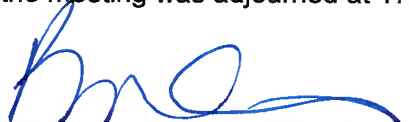
Announcements & Upcoming Events

1. Open House: 10/11/23 at Station 81 from 2:00 pm to 7:00 pm with chili and hotdogs
2. Special Meeting: 11/1/2023 at 4:00 pm in the training room to discuss the Draft 2024 Budget.
3. Next regular meeting: November 14, 2023 at 16:00 via Zoom and in person.

There being no further business before the Board, the meeting was adjourned at 17:30 hours.



 Board Chair



 District Secretary

11-14-23

 Date

11/14/23

 Date

