



Grant County Fire District No. 8

20643 Rd 22.5 SW
Mattawa, WA 99349
(509) 932-4777
Fax (509) 932-4747

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 11, 2022. 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 on November 4, 2020. The meeting was recorded by Zoom.

The meeting was called to order at 16:00 by Board Chair Scott Nesbit.

The Pledge of Allegiance was spoken.

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

Others present: Chief Matt Hyndman, District Secretary Barbara Davis

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: 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. A motion was made to approve the Consent Agenda as presented. **Motion: Kummer. Second: Brixey. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Chief reviewed this written report.

Call volume in August: 71 calls - EMS 55, Fire 16 and YTD 506.

Chief reported on apparatus repairs and modifications on the Humvees, 800, 898, and 819. He updated the Board on personnel changes with a new person on C Shift. He also reported that two of the new resident firefighters quit so we were down to three and we have more people interested with interviews soon. Chief reviewed training topics with the Firefighter 1 academy still going on with the live burn scheduled for the 25th of this month. He stated that there are 5 people going to technical rescue training at the end of the month. He stated he would be attending the WFCA conference in Spokane at the end of the month as well. Chief reported on facilities issues with the water softener being installed this month, burning weeds and exterior cleanup at all stations, and getting storage organized in the containers. Commissioner Brixey asked about delivery of the ladder truck and engine. Chief stated the ladder is scheduled for December and the engine is scheduled in January. Chief said he and nothing further and there were no further questions.

Business Manager/District Secretary's Report: Secretary Davis reviewed her written report and discussed the available financial reports. She reported that she has submitted all data requested by the GEMT reimbursement vendor and has a call scheduled the week of November 7 to go over the reports before submitting them. Davis reported that she received preliminary levy data from the county

and has started working on the 2023 budget. She stated that she attended the WFAS conference last week and learned several useful things. She had nothing further and there were no questions.

Unfinished Business:

1. Grants –
 - a. Training Grant – Chief and Davis reviewed the current grant information from DNR.
2. Policy Reviews and Updates –
 - a. POL 4.5.21 Professional Development Policy (Education Agreement) – Davis provided samples of other policies and agreements. She and Chief discussed ideas to hold people more accountable. They said they would try to finalize the policy and agreement for the next meeting. More ideas were discussed.
3. Strategic Planning Workshop – Chief stated the next item to discuss is the staffing plan. Davis suggested we have a meeting in January or February. The Board agreed.

New Business:

Mutual Aid Agreement with DOE re Hanford Fire Department – Chief explained that Hanford had reached out to him to modify the current agreement to emphasize ALS mutual aids rather than “patient consults” or BLS mutual aids. There was discussion on the details. A motion was made to authorize Chief Hyndman to sign the agreement. **Motion: Parker. Second: Kummer. Motion approved unanimously.** Commissioner Crain stated she was concerned about fentanyl exposure. There was discussion on details.

Additional Business: Commissioner Parker asked about having a water tower at the Port of Mattawa well. Chief stated the Port is drilling an additional week and working on a grant for a small water tower. Chief stated that Sun Hwang came by and asked for a support letter for fire hydrants on the east side of SR 243 S to supply residents and a future storage facility he is interested in building. There was discussion on the details. There was discussion on the pending annexation of 40 acres adjacent to the City of Mattawa for a housing development. Chief reported that the annexation application was tabled pending more information.

Commissioner Nesbit announced there would be a five (5) minute break followed by an executive session. Break started at 17:10 and ended at 17:16.

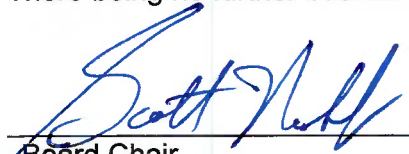
The meeting resumed at 17:16. Commissioner Nesbit announced that the Board would go into Executive Session for 15 minutes per RCW 42.30.110(1)(g) to discuss performance evaluations for Chief and Davis. Executive Session from 17:16 to 17:31. At 17:32, Commissioner Nesbit announced the session would be extended 15 minutes. The executive session ended at 17:47. No decisions were made. The regular meeting resumed at 17:47.

Commissioner Parker commented that we are in a position to consider changing the Business Manager’s job description to no longer require that position to be a responder in the future. He suggested discussing salary increases at the special meeting to discuss the 2023 operating budget on October 25.

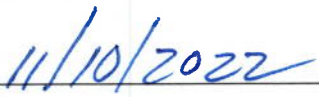
Announcements & Upcoming Events

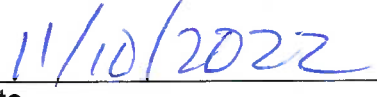
1. Next regular meeting: November 8, 2022 at 16:00 via Zoom and in person.
2. Election Day: November 8, 2022.
3. Special Meeting for the 2023 Budget: October 25, 2022 at 16:00.

There being no further business before the Board, the meeting was adjourned at 18:02 hours.


Board Chair


District Secretary


Date


Date

