



Grant County Fire District No. 8

PO Box 1728
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 12 2021. Gubernatorial Proclamation 20-28 regarding open public meetings act and public records act prohibited 100% in person meetings. This meeting was virtual, telephonic, and in person in compliance with the proclamation. The meeting was held via Zoom and 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 16:17 by Board Chair Scott Nesbit.

The Pledge of Allegiance was spoken.

Commissioners present: Scott Nesbit, Paul Parker, and Russell Brixey. A quorum was established. District Secretary Davis stated that Commissioner Crain was out of town and Commissioner Kummer called in sick. A motion was made to excuse the absences of Commissioners Crain and Kummer.

Motion: Brixey. Second: Parker. Motion approved unanimously.

Others present: Chief Joe Noonchester 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: Parker. 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 stated she did not have the previous meeting minutes done. There was a question about the Desert Aire house pool assessment, which was answered. A motion was made to approve the Consent Agenda as presented. **Motion: Brixey. Second: Nesbit. Motion approved unanimously.** The documents were signed by the Board.

Chief's Report: Noonchester reviewed his written report.

Calls for service in August: EMS 43, Fire 6 YTD 453

Chief reported that our sixth firefighter/EMT started this month on C Shift. He stated that Doug and Matt are doing outstanding in their new rolls as Battalion Chiefs and they are spending time with their shifts. Chief commented that our call volume is 8% over last year and 6% over 2019, which was our record year. There was discussion about the EMT class and the COVID vaccine mandate. Chief stated he had nothing further unless there were questions. Commissioner Brixey asked Chief how he's fitting in. Chief replied that he and his wife love it here. He stated the crews are coming by often. There was discussion on recent structure fires in Mattawa. There were no questions,

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

Financial reports were reviewed. Davis stated she did not have ambulance billing reports at the time of the meeting. She noted that she and Chief had audited the credit card usage and they recommended reviewing the policy. Davis and Chief were directed to review the policy and make recommendations for updating it if needed. Davis stated she had nothing further and there were no questions.

Unfinished Business:

1. Facilities –

- a. Chief stated that he organized a clean up day at Station 82, which was successful. He stated Station 83 was next on Saturday. Chief reported that the final walk-through with the architect, contractor, and subs was scheduled for tomorrow.
- b. Davis reported that the appraisal for the Edgewater house was scheduled for tomorrow. She stated she would contact the auditors for advice on the house.

2. Grants –

- a. FEMA AFG Apparatus Replacement Grant – Davis reported that we were not selected to receive the grant. There was discussion on next steps and WSRB rating items as well as a Quint engine versus an Urban Interface Engine.
- b. Station Grant – There was discussion on remodeling or upgrading Station 82. Chief and Davis were directed to approach the architects for feedback.

3. Policy Reviews and Updates – The Resident program was discussed. Chief reported the Manual is in its final stages of review before going to legal for final review and comment.

4. Strategic Planning Workshop – Tabled until first quarter 2022.

There were no additional unfinished business items.

New Business:

1. 2022 Budget Workshop – Davis suggested a special meeting October 28, 2021 at 16:00 to review the budget by line. She recommended holding the public hearing before the regular board meeting next month. The Board agreed.
2. New Ambulance – Chief reported that he received a “ball park” quote for a new ambulance from Braun Northwest. With the same specs as 896, the estimated cost is between \$208,000 and \$213,000. This unit would also have a Styker Power Load and would need a new gurney as well as a new monitor, depending on the costs.

Additional Business: None

Commissioner Nesbit requested a ten (10) minute to discuss District Secretary Davis' performance review. Commissioner Nesbit announced that the Board would go into Executive Session for 10 minutes per RCW 42.30.110(1)(f) to discuss Davis' performance review. Executive Session from 17:30 to 17:40. No decisions were made. The regular meeting resumed at 17:40.

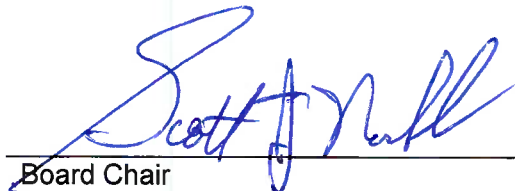
Davis requested the Board approve an additional AP Voucher for Ambulance billing and presented them with the voucher information. A motion was made to approve the additional voucher. **Motion: Brixey. Second: Parker. Motion approved unanimously.**

Chief stated that the Board had reviewed Davis' performance and he requested the Board approve a Deferred Compensation Program (DCP) match for her. A motion was made to approve a DCP match by the District of up to 5% of Davis' annual salary. **Motion: Parker. Second: Brixey. Motion approved unanimously.**

Announcements & Upcoming Events

1. Next meeting: November 9, 2021 at 16:00 via Zoom and in person
2. WFCA Conference October 20-23, 2021. Commissioner Kummer and Chief Noonchester attending.

There being no further business before the Board, the meeting was adjourned at 17:49 hours.



Board Chair



District Secretary

12/14/2021

Date

12/14/21

Date

