

**SPOKANE COUNTY FIRE DISTRICT 5**  
**REGULAR MEETING MINUTES**  
**February 22, 2016; 6:00p.m. District Office**  
**17217 W. Four Mound Rd., Nine Mile Falls**

**Members Present:** Isla Durheim, Dave Clouse, Bonnie Cobb

**District Secretary:** Susan Rae

**Guests:** Larry Durheim, Larry Edmonds, Debbie Davis, Laine Clouse

**Fire Chief:** Fire Chief Scott Lynch

**Time Meeting Began:** 6:01 p.m.

**Flag Salute:** Larry Durheim

**The minutes from the January 25, 2016 Regular Meeting were reviewed. Bonnie made a motion to approve as presented. Isla seconded and minutes were approved**

**The treasury report was reviewed.** Susan read the report aloud.

**The February 2016 bills** were reviewed Accounts Payable: AP1415 through AP1424 totaling \$4,856.67 and Payroll: P00921 through P00921 totaling \$926.76. Current F12 balance is approximately \$ 108,924.04 and balance of F38 fund is \$52,014.40. Isla made a motion to accept the bills as presented. Bonnie seconded the motion and the expenses were approved as presented.

**Secretary's Report:**

- 1) Computer hits to date on SCFD5.org is 6650 previous 6846.
- 2) **SAFER Grant: To Increase the number of frontline FF in our Community.** Opens Monday Feb 22, closes Friday March 25, 5pm. We will not be asking for any funding on this round.
- 3) **Volunteer Access to Healthcare Resolution:** Resolution #2016-01 was adopted into Policy allowing Volunteer FF access to health care through the Washington Fire Commissioners Joint Self Insurance Program at their own expense.
- 4) **WSP Contracts:** Susan emailed form to Bethany, per Bonnie, Training Officer will complete & submit the form.
- 5) **BVFF:** Susan has the paperwork. Will add new FF, detail and submit for payment at Board Meeting.
- 6) **QuickBooks at Costco:** Software has been purchased, Susan will work with Bonnie to install new program and change over our system.
- 7) **Organization Policies:** Updated Policy reviewed. Board asked to table the signing of the First Section for further review. Susan inquired at two different Fire Departments about a "Press Into Service" form to add to our policy for any non-FF asked to fight fires on a case by case basis. Both Departments replied that there is no such form available. Both agreed that the person(s) would probably be covered under the "Good Samaritan" law, if pressed into service. Chief Lynch requested that the Infection Diseases Forms be made available at Station 52. Susan to provide.

**Correspondence:** Susan reported.

- 1) **WFAS CONFERENCE:** Admin Conference in Leavenworth April 11-12-13. Bonnie will attend, District to finance, Susan to try for attendee scholarship.
- 2) **No one will attend:** the Whatcom Cnty EMS Trauma Care Council April 14-16, the Symposium in the West May 13-14, the IEFCA Fire Officer 1 in March, the IEFCA EMS Professions March 17, or the Gordon Graham Risk Mgmt Group June 3.
- 3) **Field Trips:** Forward inquiries to Chief Lynch in the future.
- 4) **Inland NW Trauma Conf:** Monday April 25, 7a-5p at the Spokane Double Tree, \$125/person. Topic was tabled for March Meeting.

**Fire Chief's Report:** Chief Scott Lynch

1) **Volunteer Status:**

- Nothing to report

2) **Station Status:**

- Station 51 – Generator is scheduled to be installed March 11<sup>th</sup>. Anyone wanting to attend the walk through prior can come on Thursday.
- We are working with GARCO on metal pieces for the building soffit.

3) **Trucks & Equipment:**

- Mike Flint fixed the Airline in Engine 51
- Scheduled General Fire to do annual Air Pack Testing
- Banquet was a big hit with the Volunteers. Only \$186 was spent for awards.

4) **Training Status:**

- EMS Reviewed the Basic
- EMS Reviewed the forms and Laws of Washington State
- Started EMS Live @ Nite, was able to work with the INHS to watch these classes at our Station via the internet for free.

5) **Other: No Report**

6) **New Business:**

- March Big Horn Show will be at the Interstate Fair Grounds. We may volunteer at the DNR booth.
- Truck Committee is working on Brush Trucks, were not able to meet this week. Chief Lynch requested a dollar amount be set to allow him to pick up and insure a truck if one becomes available from the DNR up to a value of \$5000 to be approved by Chairman Clouse. Bonnie made a motion to allow Dave to make this decision, Isla seconded the motion and the motion was passed. Larry Edmonds is working on securing a brush truck from the DNR at no cost, except for these pickup costs.

**Old Business:**

- (1) **Meter for Gas Pump:** receipt to Dave for return.
- (2) **Interlocal Agreement for Ground Ambulance Service:** Bonnie has received the new contract with signature page. Commissioners reviewed and signed. Bonnie took the signature page with her to the meeting to submit along with any changes that might be made by AMR.

- (3) **Station 52 Furnace/Station 51 propane:** On Chief Lynch's approval, Susan called Air Control to make repairs as needed. ST 52 may require a new pilot light in the future, ST 51 was out of propane due to a faulty gauge. We were instructed to tap the gauge every so often especially in cold weather to keep it reading properly. Northern Energy made a special run to deliver propane to us the same Day. Vern assisted. Scott Ok'd.

**New Business:**

- 1) **District Members to Serve as Volunteer FF:** Resolution # 2016-02 was adopted into Policy allowing Members to serve as Volunteer FF per RCW 52-30-070.
- 2) **Spokane County Fire District 5 All Hazard Mitigation Plan:** Bonnie and Larry Edmonds reported that there is an \$18,000 Grant available with a June deadline for Education. Next year due to Larry's in-kind work we will have no out of pocket expenses involving these available Grants.
- 3) **Flag Pole Light:** Bonnie reported that Silver Star Electric will install a new LED light for \$475.00 plus tax. Dave made a motion to allow Silver Star Electric to install a new flag pole light, Isla seconded the motion and it was passed.
- 4) **The board immediately went into an Executive Session per RCW42.30.110 (g) at 7:40 pm until 7:50 pm to discuss and review the performances of a public employee. There was no other business discussed. The Executive Session was adjourned at 7:52pm.**
- 5) **Saturday Seminar at Enduris: Feb 27<sup>th</sup>:** Susan will follow up with WFCA to make sure all 3 Commissioners are registered for this Class.

**Public Comment Period:**

1)

There was no other business.

The next regular meeting will be March 28, 2016 at 6:00p.m

The regular meeting adjourned at 7:58 p.m.

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Spokane County Fire District 5 Chairman

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Spokane County Fire District 5 Commissioner

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Spokane County Fire District 5 Commissioner

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*Attest:* Spokane County Fire District 5 Secretary