

**Board of Fire Commissioners  
Spokane County Fire Protection District 10  
929 South Garfield Road  
Airway Heights WA 99004  
BOARD MEETING MINUTES**

January 9, 2018

12noon

Chairman Mericle called the meeting to order at 12noon

**Present**

Commissioners Scott Mericle, Ken Pegg and Jim McKelvey; Chief Scharff; Deputy Chief Orlando Sandoval and Administrative Director Peggy Callahan.

**Approval of the Agenda**

Agenda was amended – under new business #3 – the word bonus was added after 2%. agenda approved as amended.

**Approval of the Minutes**

Minutes from the December 5, 2017 meeting was approved as mailed.

**Correspondence** – None

**Financial Report**

AP Warrants 12637 – 12650 totaling \$46,394.38 were approved. AP EFT/ACH totaling \$316,664.66 was approved. Payroll Warrants 807949– 807953 totaling \$11,707.86 were approved. PR DD/EFT/ACH totaling \$110,696.31 were approved. November bank reconciliation was reviewed. 2018 budget was approved.

**Chiefs Report**

- 2017 call volume 993
  - Six airpacks are on loan at Spokane Fire Department due to air issues at the city update
  - SCBA Grant update – grant being reviewed prior to 2/15/2018 submission deadline
  - WSRB update – we received our report and have maintained our Five rating
  - End of year projects completed
    1. Gear dryer installed at 10-1
    2. Rear view camera on Engines and Tenders
- 2018 YTB Completed
3. Intercom headsets
  4. Ipads (Purchased, yet to be installed)
  5. Knox key secure (purchased, yet to be installed)

- Interim New lead assigned to SRECs (Jay Atwood, On loan from Spokane Fire Department)
  - Pager issues, looking at what is next. (Committee formed)
  - Radio programming by end users. Pros./cons being discussed.
- Draft governance model will be circulating soon to agencies for proposed integrated Como Center
- A group of Chiefs meeting with DNR later this month to complete After Action Review for FY 2017
- Chief Scharff reviewed recent structure fires Dec 26<sup>th</sup>
- New scheduling program (Net Duty) started in December.

### **Old Business**

1. Review and discuss follow up from roundtable discussion – No discussion
2. Deputy Chief Safety & Logistics Update – Three (3) candidates participated in the assessment center and Chief's/Board of Commissioners interviews. Chief Scharff will check references and make a conditional offer.
3. 2018 Administration Pay Plan – Commissioner McKelvey made a motion to rescind the December 5<sup>th</sup> motion giving a 2% bonus to Chief Scharff, DC Sandoval and AD Callahan. Discussion followed. Commissioner McKelvey made a motion to raise the pay of Chief Scharff, DC Sandoval and AD Callahan \$250/month. No second. This will be tabled until next month.

### **New Business**

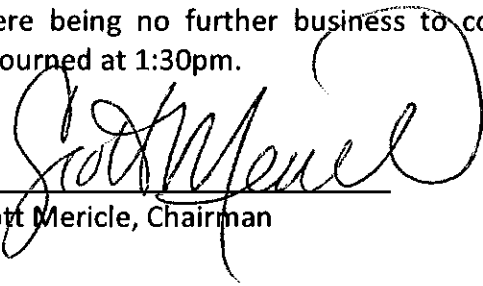
1. SOP 501-01 – Points for Crew Leader Academy – AD Callahan presented a revised SOP to include points for our Crew Leader Academy. Commissioner McKelvey made a motion to approve the SOP as presented; seconded by Commissioner Mericle. Motion carried.
2. Resolution 18-01 (Chairman to Sign Warrants) – AD Callahan presented resolution 18-01 to update records for who can sign for warrants. Commissioner Pegg made a motion approve the Resolution as presented; seconded by Commissioner McKelvey. Motion carried.
3. 2017 Fire Reimbursement Report – AD Callahan presented the 2017 Fire Reimbursement report showing reimbursements for personnel and equipment for the 2017 fire season. We are still waiting for reimbursement from BLM for the Chetco Bar Fire.

**Public Comment** – Commissioner Mericle opened the meeting up to public comment.

**Adjournment**

The next regular meeting will be February 6 at 6pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 1:30pm.



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Scott Mericle, Chairman

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