

**Spokane County Fire Protection District 10  
929 South Garfield Road  
Airway Heights, WA 99001  
BOARD MEETING MINUTES**

**July 1, 2014**

**6:00 P.M.**

Chairman McKelvey called the meeting to order at 6:00pm.

**Present**

Commissioners Jim McKelvey, Jerry McCoury, and Ken Pegg; Administrative Assistant Kaydi Francis; Chief Nick Scharff, Chief Ladd, and Deputy Chief Sandoval.

**APPROVAL OF AGENDA**

Agenda approved as written.

**APPROVAL OF MINUTES**

Minutes of the June 3, 2014 meeting were approved as mailed.

**CORRESPONDENCE**

Thank you note from Skyfest was reviewed. Memorandum from Snure was reviewed and WFCAs training binder was explained to the commissioners.

**FINANCIAL REPORT**

AP Warrants 10027- 10104 totaling \$35,893.63 were approved. AP EFT/ACH totaling \$44,918.75 were approved. Payroll Warrants 807372- 807408 totaling \$21,352.81 were approved. PR DD/EFT/ACH totaling \$73,861.80 were approved.

**CHIEF'S REPORT**

- Very little or NO training will occur at Solar World complex due to short time period.
- FDR Level DNR to moderate with Burn Ban in place July 1<sup>st</sup> East of Cascades
- June 24-25 Rosenbauer trip.
- Recruit Graduation was June 26, 3 FFs and 4 Crew Leaders ---North Bend trip June 21-23<sup>rd</sup> Colville, Buckley, Kittitas County, Dist. 10 and AHFD
- ESCI update on schedule. Completed the current conditions assessment and financial analysis, it is in proofing at Head office. Should have in each agency hands for proofing next week.

Well on the way to developing the Phase III and IV elements in the scope of work, with a written report to follow.

- Dist. has solicited Insurance quotes. In evaluation process. More questions have arisen about what our current policy covers. At this point we will remain with Enduris for year 2014 -2015 policy year. June 30 DL for notice required IN/Out of Pool.

- BVFF volunteer representative position. Nominations closed, Survey Monkey used for voting by polls. DL –July 3<sup>rd</sup>
- BBQ Spring Hill Grange last Sunday. Meet/Greet some citizens educate about District 10 Not well attended, Need to look at more advertising.

### **EXECUTIVE SESSION**

Commissioner McKelvey took the meeting into executive Session at 6:15pm per RCW 42.30.140 (4)(b) Portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. Session will last 45 minutes.

Executive Session extended 10 minutes at 7:00pm.

Executive Session Extended 5 minutes at 7:10pm.

Regular meeting resumed at 7:16pm.

### **OLD BUSINESS**

Deputy Chief Sandoval brought the commissioners up to date on the status of the house at Station 2. He provided commissioners with a cost estimate to demolish the structure and redo the garage from Rob's Demolition and is working on getting a second estimate from Two Jays Construction. Discussion followed.

Chief Ladd discussed the proposed SOP changes. Commissioners were given copies of the proposed changes to review. Item will be placed on agenda next month. Discussion followed.

### **NEW BUSINESS**

Deputy Chief Sandoval presented commissioners with options from Cycrest for a new server for the District. DC Sandoval explained that the current server we have is outdated and needs to be replaced because we currently do not have enough storage space and it doesn't support newer software which has caused a lot of issues on the network. Chief Ladd expressed his concern that members are having to place calls to Cycrest daily for help with issues on the server. Commissioner Pegg made a motion to approve the purchase of a new server for \$10,000.00 or less; seconded by Commissioner McCoury. So moved.

Chief Scharff explained the Nationwide Contract Amendment to Commissioners and how it would allow employees to borrow money against their Deferred Compensation account. The ability to borrow money against the account is an agreement between insurance and firefighter and there would be no liability to the District. Commissioner Pegg made a motion to approve the Nationwide Contract amendment; seconded by Commissioner McCoury. So moved.

Chief Scharff explained the Wildland Fire Management Annual Operating Plan and requested authorization to sign agreement with the Bureau of Land Management. The agreement covers what Districts are included in the plan, as well as policies and procedures of the agreement. Commissioner McCoury made a motion to authorize Chief Scharff to sign the plan with BLM; seconded by Commissioner Pegg. So moved.

Chief Scharff mentioned that he has communicated with Riverside State Park that he would like to have an agreement with the Park to authorize us access to areas of the Park that we do not currently have if there are incidents that take place there. He mentioned issues surrounding the Wildland fire that happened there in June 2014. Discussion followed.

#### **PUBLIC COMMENT**

Karen Miltenberger with Nicholson and Associates handed out information to Commissioners regarding insurance plan options for the District.

#### **EXECUTIVE SESSION**

Commissioner McKelvey took the meeting into Executive Session at 8:20pm Per RCW 42.30.110(1)(f) To receive and evaluate complaints of charges brought against a public officer or employee. Session will last 30 minutes.

Executive Session extended 10 minutes at 8:50pm.

Executive Session extended 5 minutes at 9:00pm.

Regular meeting resumed at 9:01pm.

Commissioners discussed that there will be no action taken by them regarding what they discussed in Executive Session and stated any disciplinary action taken shall be done by Chief Scharff. Discussion regarding updates to the Policy and Procedures should be addressed for employee disciplinary action.

#### **ADJOURNMENT**

The next regular meeting will be August 5, 2014 at 6:00pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 9:10pm.

  
James McKelvey, Chairman

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