

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

April 2, 2019

5:00pm

Chairman Mericle called the meeting to order at 5:00pm

**Present**

Commissioners Scott Mericle; Jim McKelvey and Ken Pegg; Chief Scharff; Deputy Chief Jack Krill; Division Chief Debby Dodson and Administrative Director Peggy Callahan.

**Approval of the Agenda**

Agenda was approved as mailed.

**Approval of the Minutes**

Minutes from the March 5, 2019 meetings were approved as mailed.

**Correspondence** – Commissioners were given a copy of the recently submitted annual report. We will be audited by the State Auditor this year.

**Financial Report**

AP Warrants 12925 – 12946 totaling \$25,523.66 were approved. AP EFT/ACH totaling \$62,742.95 was approved. Payroll Warrants 808030– 808036 totaling \$17,406.85 were approved. PR DD/EFT/ACH totaling \$116,514.55 were approved. February 2019 bank reconciliation was reviewed.

**Chiefs Report**

- District put in for SAFER recruit and retention grant. This is a four-year grant totaling just over \$400K. Items range from recruitment supplies and materials, PPE ensembles, advertising and newsletter.
- DC Dodson attended Skil Center to talk to students about fire service opportunities. (recruitment tool)
- DC Sandoval assisted SCC Fire Science student with their mock job interviews (exposure and recruitment tool)
- SHIP Grant still pending, we are acquiring letters of support.
- Palisades Park contract with City of Spokane still pending.
- Mutual/Auto Aid agreement with SCFD5, LCFD4 and SCFD3 still pending.
- Anticipated go live for new combined dispatch July 1<sup>st</sup>. Lots of work to follow in months /years ahead.

- New command truck in shop for electrical, waiting on parts. Hope to have it complete next week.
- New SCBA expected delivery last week of April, anticipate 3-4-week turnaround for getting units in service.
- Lots of wheels in motion at District 10. Training, building inspections, truck annual maintenance, among many others.

### **Old Business**

1. Review and discuss follow up from roundtable discussion – Lt Sayers reported on the maintenance department’s activities. They are working on yearly inspections for all vehicles. They have implemented a tire replacement schedule and are working on revising the daily/weekly/monthly truck check reports.

### **New Business**

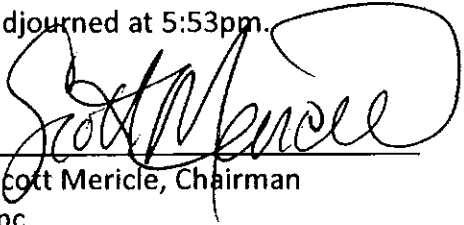
1. Riverside State Park Emergency Response – Chief Scharff briefed the board on the status of our negotiations with Washington State Parks regarding the areas of Riverside State Park that are outside of District 10 boundaries. Chief Scharff has contacted Attorney Brian Snure to get this opinion on the matter. Attorney Snure has drafted a letter to Washington State Parks with a proposed agreement attached. Commissioner Mericle made a motion to have Attorney Snure send the letter and proposed agreement to Washington State Parks on behalf of the district; seconded by Commissioner Pegg. Motion carried.
2. Resolution 19-03 – Summer Crew Hours \$ Wages –AD Callahan presented Resolution 19-03 to the board. This would rescind Resolution 02-03 to update the hours and wages for our summer crew. Discussion followed. Commissioner Mericle made a motion to approve the resolution as presented; seconded by Commissioner Pegg. Motion carried.
3. Fire Chief Job Description – Chief Scharff presented a revised job description for Fire Chief. There were three items that needed to be clarified. Commissioner Pegg made a motion to approve the job description as presented; seconded by Commissioner Mericle. Motion carried.

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

**Adjournment**

The next regular meeting will be May 13 at 5pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 5:53pm.

A handwritten signature in black ink, appearing to read "Scott Mericle", written over a horizontal line.

Scott Mericle, Chairman  
:pc