

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

March 7, 2023

5:00pm

Commissioner Mericle called the meeting to order at 5:00pm.

Present

Commissioners Scott Mericle; Kevin Haughton and Gordon Hester; Chief Ken Johnson; Deputy Chief Andres Steevens; and Administrative Director Peggy Callahan.

Approval of the Agenda

Agenda was approved as mailed.

Approval of the Minutes

Minutes from February 7 and February 13, 2023, meetings were approved as mailed.

Financial Report

AP Warrants 13677 – 13694 totaling \$27,336.61 were approved. AP EFT/ACH totaling \$76,077.27 was approved. Payroll Warrants 808234 – 808235 totaling \$340.83 were approved. PR DD/EFT/ACH totaling \$186,314.83 were approved. January 2023 bank reconciliation was reviewed.

Chief's Report

- Euclid Bridge estimated to be completed by September.
- Call volume 13% ahead of last year.
- We have S10-5, A10-5, B10-2 and E10-2 that are currently out of service.
- Kalispell Tribe agreement update.
- The West Plains Fire Departments have submitted for gear to prepare for RTF training.
- ESO is making all ERS users to switch over to ESO by the end of the year.
- 1 career firefighter position to fill, March 27th written test. fill Firefighter position.
- Automatic Aid now in place with D9-
- Annual Awards Banquet February 18th, 2023- Great Feedback from members.
- FAFB Firefighters who just finished EMT have been participating in ride along's.
- Nick Henry will be the vice chair on the Fire and Life Safety Education board.
- Union negotiations will begin in April.
- Facilities is creating a new procedure for EMS and Station Supply ordering.
- Levy Lid Lift for August Ballot

Old Business

1. Roundtable Meeting Follow Up – No report
2. Strategic Plan Timeline Update – Chief Johnson updated the board on progress made on strategic plan. Several items have been completed and several are in progress.
3. Review of Architect Statements of Qualifications – Chief Johnson presented an overview of the process used to select an Architect for the ARPA grant program and recommended ZBA Architects. Commissioner Hester made a motion to approve Chief Johnson entering into an agreement with ZBA Architects in conjunction with the ARPA grant and remodel of station 10-5; seconded by Commissioner Haughton. Motion carried.
4. ARPA Grant Contract Revision– Commissioner Hester made a motion to approve the revised ARPA contract as presented; seconded by Commissioner Haughton. Motion carried.

New Business –

1. SOP 501.05 Proposed update – AD Callahan presented a proposed update to SOP 501.05 which would increase point value from \$9.00 per point to \$10.50 per point. Discussion followed. Commissioner Hester made a motion to approve the updated SOP; seconded by Commissioner Haughton. Motion carried.
2. SOP 402.03 Proposed update – AD Callahan presented a proposed update to SOP 402.03 which discussed duty pagers and map books as primary sources of information. Discussion followed. Commissioner Hester made a motion to approve the updated SOP; seconded by Commissioner Haughton. Motion carried.
3. SOP 803.03 Proposed update – AD Callahan presented a proposed update to SOP 803.03 which discusses availability and use of district cells phones. Discussion followed. Commissioner Hester made a motion to approve the updated SOP; seconded by Commissioner Haughton. Motion carried.
4. Fairchild AFB Mutual Aide Agreement – Chief Johnson presented a mutual aid agreement between SCFD10 and FAFB. The previous agreement with FAFB included all departments in Spokane County. A decision was made to have each department enter into an agreement with FAFB individually rather than as one. Discussion followed. Commissioner Hester made a motion to approve the mutual aid agreement; seconded by Commissioner Haughton. Motion carried.
5. Stryker Service Agreement – Chief Johnson presented a contract Stryker to service our AED's and Lucas devices. Commissioner Hester made a motion to approve the agreement as presented; seconded by Commissioner Haughton. Motion carried.

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

Adjournment

The next regular meeting will be April 4, 2023, at 5pm at Station 10-1. A special meeting will be scheduled for March 15th at 2:00pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 6:20pm.

A handwritten signature in black ink, appearing to read "Scott Mericle", is written over a horizontal line. The signature is stylized with a large loop at the end.

Scott Mericle, Commissioner
:pc