

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

November 7, 2023

5:00pm

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

**Present**

Commissioners Scott Mericle, Kevin Houghton and Gordon Hester, Chief Ken Johnson; Deputy Chief Don Malone; Deputy Chief Andres Steevens; Board Attorney Michelle Fossum and Administrative Director Peggy Callahan.

**Approval of the Agenda**

Agenda was approved as mailed.

**Approval of the Minutes**

Minutes from October 3, 2023 meeting were approved as mailed.

**Correspondence**

None

**Financial Report**

AP Warrants 13814 – 13833 totaling \$99,633.83 were approved. AP EFT/ACH totaling \$183,648.14 was approved. Payroll Warrants 8082XX – 8082XX totaling \$0.00 were approved. PR DD/EFT/ACH totaling \$200,610.72 were approved. September bank statement was reviewed.

**EXECUTIVE SESSION** – Per RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Commissioner Mericle took the board, Chief Johnson, Attorney Fossum, AD Callahan into executive session at 5:07pm for ten minutes.

5:17pm – regular meeting resumed.

**Chief's Report**

- Status of Recruit School class of 2023-2
- Staff will talk about the surplus of A10-5.
- Remodel of Station 10-5
- Testing Water filtration system at Station 10-3
- DOT inspections on the trucks are completed.
- Task books going web-based (Chief Steevens)

- Medication additions for the district include Albuterol, DuoNeb, Benadryl, Glucagon, Afrin, and Zofran.
- Wittig, Shoe, and Rillera are off probation on 11/28
- Nominations for FDIC
- A new CAD system is coming to Spokane County; more change is coming.
- Radio System Performance During Fires (16 Channel Towers verse 5 Channel Towers)
- AAR of the Gray Rd and Oregon Fire is set for December 13th, hosted by DEM.
- Community Wildfire Defense Grant (CWDG)
- Community Wildland Protection Plan (CWPP) is a stand-alone document different from the Hazard Mitigation Plan (HMP). Last updated in 2014.
- Inland Empire Chiefs Association will fund staff rides at Little Bighorn.
- The Ambulance Service Board (ASB) Committee is working on the new agreement. AMR wants to charge \$2,700 dollars per transport.
- SREC Board Alternate position
- January 11th Annual Banquet Meeting for the Spokane County Fire Commissioners
- Years of service with the district. Policy Needed or individual approval.

#### **6-12 month Short Term Plan**

Continuously training to increase the number of drivers and EMTs to expand St2 Coverage

Increase volunteer opportunities (Completed with Staffing Station 2 consistently)

Developing Comprehensive plan (Initiative 5)

#### **Old Business**

1. Roundtable Meeting Follow Up – DC Malone reported on Prevention Department activities including successful Fire Prevention Week with media day held at Station 10-1; 2<sup>nd</sup> round of high hazard inspections being completed; working with CAWH on addressing for new Kalispel Tribe buildings.
2. Strategic Plan Timeline Update – Initiative 5 was discussed.

#### **New Business**

1. Providence Health Agreement – Chief Johnson presented an agreement between Providence Health and District 10 for Paramedic students needing to do ride alongs. Commissioner Hester made a motion to approve the agreement as presented; seconded by Commissioner Haughton. Motion carried.
2. SOP 502.01 Holidays – DC Malone presented an updated SOP for holidays to add Juneteenth to our holiday list. Commissioner Hester made a motion to approve the SOP as presented; seconded by Commissioner Haughton. Motion carried.
3. SOP 502.03 Sick Leave – DC Malone presented an updated SOP for Administrative sick leave policy to allow sick leave to be bought out to fund an HRA\_VEBA. Commissioner

Hester made a motion to approve the SOP as presented; seconded by Commissioner Haughton. Motion carried.

4. SOP 802.01 Radio Maintenance – DC Malone presented an updated SOP for radio maintenance. Commissioner Hester made a motion to approve the SOP as presented; seconded by Commissioner Haughton. Motion carried.
5. SOP 803.03 Cell Phones – DC Malone presented an updated SOP for Cell Phones. Commissioner Hester made a motion to approve the SOP as presented; seconded by Commissioner Haughton. Motion carried.
6. SOP 401.01 Uniform, Grooming, Appearance – DC Malone presented an updated SOP for uniforms. Commissioner Hester made a motion to approve the SOP as presented; seconded by Commissioner Haughton. Motion carried.
7. Resolution 23-04 Compensation for Special District Staff – Chief Johnson presented a resolution to rescind resolution 19-02 and replace it with 23-04 which expands the compensation allowance for district staff. Commissioner Hester made a motion to approve the contract as presented; seconded by Commissioner Haughton. Motion carried.
8. Krill Settlement Agreement – Chief Johnson presented a settlement agreement between the district and Jack Krill. 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.

Commissioner Haughton recommended creating a work group to take the lead on managing growth with the agency. Discussion followed.

### **Adjournment**

The next regular meeting will be December 5 2023, at 5pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 6:56pm.



Scott Mericle, Commissioner

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