

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

February 6, 2024

5:00pm

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

**Present**

Commissioners Kevin Haughton and Gordon Hester, Deputy Chief Don Malone; Chief Ken Johnson; Deputy Chief Andres Steevens; and Administrative Director Peggy Callahan.

**Approval of the Agenda**

Agenda was approved as mailed.

**Swearing In** – Regular meeting was paused at 5pm to swear in new members – FF Gibby and FF Turpen.

Regular meeting resumed at 5:10pm

**Consent Agenda**

Minutes from January 2, 2024 meeting were approved as mailed.

Approval of Warrants/EFTs/ACHs processed 1/1/2024 through 1/31/2024 were approved

**Executive Session**

Per RCW 42.30.110(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee – Commissioner Hester took the board into Executive session at 5:11pm for fifteen minutes. Chief Johnson, Assistant Chief Malone and AD Callahan also participated.

5:26pm – regular meeting resumed

**Chief's Report –**

- Spring Recruit School Class of 2024-1: Welcomed 7 new recruits and 1 lateral transfer.
- Station 10-5 Remodel: Renovations for enhanced functionality.
- Water Filtration Systems: Implemented advanced systems to ensure water safety.
- Teamwork Guidelines: Established guidelines to promote effective collaboration within the team.
- Inter local Agreement for Forklift.
- Emergency Action Plan for Kalispel Tribe
- CO2 Monitoring: Implemented monitoring systems to track and alert carbon dioxide levels.

- Spokane County Code updates needed. WUIC, Title 3 and Adoption of appendix D for the IFC.
- Impacts of House Bill 2258: Impacts including increased costs, two 911 centers, two crime checks, and reversed WSRB ratings across the county.
- DNR Crew Buggies: Theft of 10 Chainsaws.
- Spokane Raceway Park: 250 Acres of land.
- Nominations for FDIC: Members nominated and selected.
- SREC Planning Board Members Workshop: Next Week.
- DEM Funding for Active Shooter Equipment: Secured funding for first responders' active shooter equipment training.
- SREC GIS: Integrated Geographic Information System for enhanced planning and analysis.
- DNR's New Facility: Almost completed.
- Staff working on updating SOG to be loaded onto Aladtec for all members.
- Wildland Mitigation Grant 32 million requested out of Spokane County.
- Jeff King (Maintenance Technician) Starts February 7<sup>th</sup>.
- EMT training in house at Sta 10-1 in partnership with EMSconnect.
- Indian Village Estates Water Association hydrant training, working on use agreement.

### **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 – Lt Murphy reported on Training Activities – including probationary firefighters working on task books, Lt Murphy attending Fire Office 1 class, district will be holding Engine Boss and Crew Boss class this spring.
2. Strategic Plan Timeline Update:
  - a. SREC GIS Station and Deployment Modeling- Initiative 6 Planning
  - b. Staff Ride (Little Big Horn)- Initiative 4 Leadership and Morale
  - c. FDIC (5 Spots), L380 (2 Spots), Wildland Investigation (2 Spots)- Initiative 3 Training Opportunities

### **New Business**

1. Approval of 2024 Budget – AD Callahan presented the 2024 budget. Discussion followed. Commissioner Houghton made a motion to approve the budget as presented; seconded by Commissioner Hester. Motion carried.
2. Proposed Updated Job Description (Prevention Lt) – AC Malone presented a proposed update to the Prevention Lt Job Description. Discussion followed. Commissioner

Haughton made a motion to approve the job description as presented; seconded by Commissioner Hester. Discussion followed. Motion carried.

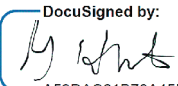
3. Proposed Updated Job Description (Maint/Safety Lt) – AC Malone presented a proposed update to the Maint/Safety Lt Job Description. Discussion followed. Commissioner Haughton made a motion to approve the job description as presented; seconded by Commissioner Hester. Discussion followed. Motion carried.
4. Proposed SOP 502.08 Update – Chief Johnson presented a proposed update to SOP 502.08. Discussion followed. Commissioner Haughton motion to approve the SOP as presented; seconded by Commissioner Hester. Motion carried.

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

### **Adjournment**

The next regular meeting will be March 5, 2024, at 5pm at Station 10-1.

There being no further business to come before the Commission the meeting was adjourned at 6:16pm.

DocuSigned by:  
  
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Gordon Hester, Commissioner  
:pc