

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

March 13, 2019
East Wenatchee, WA

The meeting was called to order at 5:00 p.m. by Chairman Bob Black with Commissioners Dawn Collings and Rick McBride present.

District personnel in attendance were Fire Chief Dave Baker, Assistant Chief Cam Phillips, Volunteer Division Chief Ron Roy, Captain Mike Soltwisch, Firefighters Scott White, J.P. Sokolowski, Cody Shelton, Mark Zielinski, Jordan Givens, and Resident Firefighter Michael Lundgren.

ADDITIONS/DELETIONS TO THE AGENDA (None)

APPROVAL OF MINUTES

Commissioner Collings moved to approve the Minutes of February 13, 2019 as presented. The motion was seconded by Commissioner McBride. Motion unanimously passed.

FINANCIAL REPORT

1. The Treasurer's Financial Statement indicated a balance of \$4,775,497.21.
2. Revenues received:
 - \$10,800.38, interest income.
 - \$3,076.11, Pangborn Memorial Airport, 2019 fire protection services agreement. (Check No. 23875)
 - \$400.00, Board for Volunteer Firefighters, reimbursement for four volunteer medical exams. (Warrant No. 414716N)
 - \$1,266.00, Washington State Department of Health, 2019 Trauma Prehospital Participation Grant. (EFT #630264)

CORRESPONDENCE (None)

STAFF REPORTS

Chief:

- SAFER Grant
 - The application period would close March 22.

MINUTES
MARCH 13, 2019
PAGE 2

- Property
 - Station 4: The project would remain on hold; waiting for the Douglas County Prosecutor to address the required setbacks.
 - Rock Island: An agreement regarding short plat revisions and improvements was expected to be executed by the Fire District, Douglas County PUD, and the City of Rock Island by the end of the week. The purchase price including closing costs was currently \$132,565.19. A special meeting would likely be scheduled to process payment when the settlement report was finalized. The agreement for architect services could also be considered at that meeting. It was noted that the fees would be \$50,000 less than for Station 4.
- Personnel
 - Chairman Black, Chiefs Baker and Blanchard, and the Secretary had met to discuss the open administrative position. A job description would be developed.
 - The 2018 summary report on use of the employee assistance program was available to board members upon request.
- Apparatus
 - The military truck (4-7) was expected to be in service by the end of the month.

Training:

- In reviewing the newly adopted policies, Chief Phillips advised implementation would require a lot of work; several forms were needed.
- Active shooter training was recently conducted. It showed that more work on coordinating between emergency services and the schools was needed.
- Another truck was damaged on February 15 during a medical call; a mirror was ripped off. Although damage was minor in this instance, a need to focus on driver's training was apparent due to the number of recent accidents.
- A near-drowning occurred on February 21. The crew was commended for an impressive rescue operation captured on video. An after-action review would be conducted on March 26.
- A semi jackknifed on the Eastmont Extension the previous day and leaked fuel into a storm drain. The fire department crew set up diversion and Douglas County opted to clean up. It was suspected they were unaware of the environmental procedures associated with haz-mat incidents.

Recruitment/Retention: (No report; Chief Glenn was on bereavement leave.)

Fire Marshal: (Chief Blanchard was called away; family illness.)

- It was relayed that significant progress had been made on the pre-fire planning program.

**MINUTES
MARCH 13, 2019
PAGE 3**

UNFINISHED BUSINESS

1. Master Plan: The final version of the master plan document was presented for approval. Commissioner McBride led discussion on establishing more defined plans for future fire stations and a training facility. Direction was given to Chief Baker to:

- Determine if there was a dedicated site for a fire station at Spanish Castle.
- Research partnering with Pangborn Memorial Airport in planning for a future station at or near the airport, preferably tying in with the feasibility for a future training facility.

Commissioner Collings moved to approve the Douglas County Fire District No. 2 Master Plan (March 2019) as presented. Motion was seconded by Commissioner McBride. Motion passed unanimously.

NEW BUSINESS (None)

1. Rock Island Station: **Commissioner Collings moved to approve the *Interlocal Development Agreement for Rock Island Fire Station Short Plat Improvements* as presented. The motion was seconded by Commissioner McBride. Motion unanimously passed.**

PAYROLL & VOUCHERS

February Expenses: Payroll totaled \$206,506.99. Claims totaled \$111,940.47 for Vouchers No. 190302001 through 190302067.

The following payroll changes were approved:

- Firefighter Scott White was released to return to work on shift schedule from light duty day-shift effective January 3, 2019.
- Volunteer Firefighter Tanner Long opted into part-time status at the rank of Firefighter effective March 1, 2019.

Commissioner McBride moved to approve February payroll and vouchers in the amount of \$318,447.46. The motion was seconded by Commissioner Collings. Motion unanimously passed.

GOOD OF THE ORDER

1. Chief Roy had recently undergone treatment for serious medical conditions. He thanked the department for the card he received. He also thanked the department for the flowers sent to his Mother's funeral.

**MINUTES
MARCH 13, 2019
PAGE 4**

Commissioner Collings moved to adjourn the meeting at 6:00 p.m. The motion was seconded by Commissioner McBride. Motion unanimously passed.