

MINUTES

BOARD OF FIRE COMMISSIONERS

DOUGLAS COUNTY FIRE DISTRICT NO. 2

September 9, 2020
East Wenatchee, WA

(This meeting was conducted via Zoom in compliance with the extended Proclamation No. 20-28.8 by the Governor of the State of Washington due to the COVID-19 outbreak.)

The regular meeting was called to order at 5:00 p.m. by Chairman Rick McBride with Commissioner Dave Fennell signed in.

Joining the meeting were Assistant Chief Cam Phillips, Lieutenant Cody Shelton, Firefighters Herb King and Jacob Toevs. Commissioner Candidates Ettore Castellente and Danny Johnson also signed in. The meeting was hosted by Executive Assistant Terri Woods. Chief Baker was excused; Assistant Chief Phillips was filling in.

ADDITIONS/DELETIONS TO THE AGENDA

- An executive session exempted under RCW 42.30.110(g) was added as a final item to the meeting by Commissioner Fennell. He stated no action would be taken.
- A closed meeting would follow to meet with Attorney Julie Norton as allowed under RCW 42.30.140(4)(b).

APPROVAL OF MINUTES

- The Commissioners agreed to amend the Minutes of August 12, 2020.
- **Commissioner Fennell moved to approve the Minutes of August 19, 2020 as presented. The motion was seconded by Chairman McBride. Motion passed.**

FINANCIAL REPORT (August 2020)

- Treasurer's Report-Fund Totals indicated a balance of \$13,806,924.89.
- Receipt Register indicated receipts totaled \$119,682.56.
- Budget Position Report reflected account activities in all funds.

CORRESPONDENCE

- Notice that registration was open for the annual Laws Update on Zoom by Brian Snure, Wednesday, October 21, 2020 starting at 6:00 p.m.

STAFF REPORTS

Chief:

- Assistant Chief Phillips presented the attached *Report to Commissioners* in the absence of Chief Baker.

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- In addition, the following was noted:
 - Resident Firefighter Elijah Weber currently held the No. 1 recruit position at the Fire Training Academy.
 - A crew would be mobilized to Omak the following day. There had been a recent shortage of available staff to respond.
 - Duty Chief rotation when two Chiefs were off work at the same time.
 - Qualified and willing drivers were needed for heavy apparatus.

- The following information was requested from board members for the future:
 - To be discussed with Chief Baker, a lengthy response time on a recent incident.
 - For the next meeting, update on Station 3 including improvements, structure, and costs.

UNFINISHED BUSINESS

1. Training Facilities

- Chief Baker had prepared and distributed a packet to members prior to the meeting which included a Training Facility Narrative along with the Bishop Property Samples, Zoning Map, Industrial Zone Requirements, Airport Overlay, and Cost Estimate for Burn Building from Chief Phillips.

After considerable discussion, board members expressed interest with a preliminary proposal from Lieutenant Cody Shelton to expand the budgeted training prop using larger, multiple shipping containers. They asked for estimated costs, possibly using funds that were not expended this year due to COVID.

2. Board Vacancy: Four candidates had expressed interest in the open commissioner position. A special meeting would be scheduled the following week. It was suggested to conduct 20-minute interviews to answer prepared questions. Questions used previously would be forwarded to board members. Commissioners were asked to provide dates they were available.

NEW BUSINESS

1. Investigation/Third-Party Review: As recommended to both board members by Roger Ferris, Executive Director of the Washington Fire Commissioners Association, **Commissioner Fennell moved to hire Attorney Brian Snure to conduct a third-party review of the on-going investigation. The motion was seconded by Chairman McBride. Motion passed.**

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PAYROLL & VOUCHERS

August Expenses were submitted as follows:

General Expense Fund:

- Claims totaled \$146,255.53 for Voucher Nos. 200903001 through 200903060.
- Payroll totaled \$267,422.41. Change was approved removing Dawn Collings from payroll who resigned from her position as Fire Commissioner effective August 13, 2020.

Special Projects Fund:

- Claims totaled \$212,948.44 for Voucher Nos. 200902001 through 200902008.

Commissioner Fennell moved to approve August payroll and vouchers in the amount of \$626,626.38. The motion was seconded by Chairman McBride. Motion passed.

GOOD OF THE ORDER (None)

EXECUTIVE SESSION

No executive session was conducted.

As there was no other business, the meeting was adjourned at 6:30 p.m.

(NOTE: Following a fifteen-minute break, the commissioners went into a closed grievance meeting with Assistant Chief Cam Phillips and Attorney Julie Norton.)

Report to Commissioners

September 9, 2020

✓ Report:

1. Operations:

- We need to start thinking about the budget. Requests will go out first part of October.

2. Personnel:

- Recruits are doing well and receiving the appropriate evaluations at the end of the week.

3. Apparatus:

- New apparatus and Station 4 progress photos are on website.
- The Pierce fire truck needed to have the turbo replaced, \$5000.

4. Facilities:

- FS#4 slab is in the process of being poured
- FS#3 architect agreement signed by Peter and McBride

5. Fire Marshal:

- We had two destructive house fires on August 31st. The first one was at 430AM at 200 S Iowa that was well involved when the crews got there. Family of 8 lived in the house but only 5 were present at the time. No one got hurt.
- The second fire was Dane Keanes house. The house is located almost at the top of Batterman Road. No hydrants so a tender operation was needed which had a 30-minute turn around. Keanes has a 2000-gallon tender but no fittings to match the Districts.
- During the Keane fire we had a 50-acre grass fire at MP 20 near Crescent Bar. GCFD#3 also responded and help protect the Mansfield landing homes.

6. Unfinished Business:

7. New Business: