

**MINUTES  
BOARD OF FIRE COMMISSIONERS  
DOUGLAS COUNTY FIRE DISTRICT NO. 2**

August 11, 2021  
East Wenatchee, WA

The regular meeting was called to order at 5:07 p.m. by Chairman Dave Fennell, with Commissioners Dan Johnson and Chief Brian Brett in attendance.

District personnel in attendance were Division Chief Ron Roy and District Secretary Terri Woods.

**ADDITIONS/DELETIONS TO THE AGENDA**

**APPROVAL OF MINUTES**

- **Commissioner Johnson moved to approve the Minutes of July 13<sup>th</sup>, 2021, with 3 noted and initialed changes. The motion was seconded by Chairman Fennell. All in favor.**
- **Chairman Fennell moved to approve the Minutes of July 21<sup>st</sup>, 2021, as written. Seconded by Commissioner Johnson. All in favor.**

**FINANCIAL REPORT (July 2021)**

- Treasurer's Report-Fund Totals indicated a balance of \$10,510,861.67
- Receipt Register indicated receipts totaled \$48,656.23.
- Budget Position Report reflected account activities in all funds.

**CORRESPONDENCE**

- Chief Brett expressed his thanks on the Red Apple Fire, a card from Kris Felty was read, and thanks for presence of the Fire Family at Branter's service.

**STAFF REPORT**

- Operations:
  - Chief Brett recommends payments for personnel on mobilizations and team deployment be reimbursed to OT Bars line item.
  - Chief Ron Roy updated the Board on progress of the Volunteer Association including moving forward, presence at upcoming community events, local training and testing, and current legislative issues as well as plans for joint Open House at headquarters Oct. 9<sup>th</sup>.
  - Chief Brett reported SOG's have been provided to the CBU with 60 days time-period for review.
  - CCFD1 presented their SOG's and Policies vetted by CCFD1 legal. Plans to integrate then presented to Board for Approval when ready.

**UNFINISHED BUSINESS**

1. Consolidation of Services /RFA

- RFA summary of comparability was discussed, including feasibility study, fleet ops, grants, and aviation and it's impacts. At this time a work in progress.
- Fleets/Facilities passed to Kelly Lindemann, Deputy Chief, Logistics.

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**UNFINISHED BUSINESS** continued

- Report on training, working well together
2. Facilities:
- Permit ready for Rock Island, waiting on final architect review.
  - Station 4 certificate of substantial completion received & Temporary Commercial Certificate of Occupancy. Move in date of September 1. Letter from legal will accompany billing from TLS. Board directed staff to pay \$18,864 transportation impact fee under protest.
  - Lease up at Rylee Ann Apartments at end August.
  - Discussed Halloween public relations event Saturday the 30<sup>th</sup>.
  - Agreement with Chelan/Douglas Port District to make modifications to fire response out of the airport in final stages. Noted resident presence in apartments at port.

**NEW BUSINESS**

1. Surplus:
- **Chairman Fennell moved to approve Resolution 08-11-2021A surplus radio equipment of no value. Commissioner Johnson seconded with all in favor.**
  - **Chairman Fennell moved to approve Resolution 08-11-2021 surplus sale of the ATV. Commissioner Johnson seconded with all in favor.**
2. Performance Standards:
- Policy in draft form, revisit for consideration at September's meeting.
3. Personnel:
- After discussion, **Chairman Fennell moved to extend FF Bertram contract for temporary firefighter thru September. Commissioner Johnson seconded with all in favor. Board approved positional move to PERS and L&I as eligibility reached.**
  - Legal is researching the issue of cross staffing within districts.
  - Conflicting interpretation of the State Governors mandate on required vaccination mandates for Health Care Workers. More information is needed to take position.
  - Letters of Intent received from David Young, Frank Zenk, and Mike Mackey. Secretary Woods asked to contact up to six potential candidates for interviews at the September 8<sup>th</sup> regular Commissioners Meeting.

**PAYROLL & VOUCHERS**

Expenses were submitted as follows:

**General Expense Fund:**

- Claims totaled \$36,010.96 Voucher Nos.210704001 and \$105,489.18 for 21803001 thru 210803070
- Payroll totaled \$288,057.22 Vouchers 210801001- 210801048 and \$21,771.80 draws. The following payroll changes were approved:

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- Start date August 2, 2021 for New Residents Blake Duncan, Kameron Kissel, Ryan Lovercamp, Jacob Poteet, and Kevin Weed.
- Temporary Firefighter Bertram's contract extended thru September 30, 2021 - will add to next month's payroll change notice.

**Special Projects Fund:**

- Claims totaled \$446,369.67 for Voucher Nos. 210802001 thru 210802013 and \$18,864.00 for Voucher 210705001

**Chairman Fennell moved to approve July payroll and vouchers in the amount of \$916,562.83. The motion was seconded by Commissioner Johnson. Motion passed.**

**GOOD OF THE ORDER**

**Commissioner Johnson moved to adjourn at 7:09 p.m. The motion was seconded by Chairman Fennell. Motion passed.**