



# SPOKANE VALLEY FIRE DEPARTMENT

Est. 1940

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## SPECIAL COMMISSIONERS MEETING

July 18, 2016

4:00 P.M.

### Minutes

#### **CALL TO ORDER:**

Commissioner Pearson called the meeting to order at 4:00 p.m.

#### **PLEDGE OF ALLEGIANCE:**

Commissioner Schmidt led the Board and those attending in the Pledge of Allegiance.

#### **ROLL CALL:**

All Fire Commissioners were present. Chief Bryan Collins, HR Director Valerie Biladeau, Battalion Chief Shawn Arold, Captain Jeff Bordwell, and Executive Assistant Debbie Cox represented Administration.

#### **NEW BUSINESS:**

##### **1. Fire Commissioner Applicant Interviews**

Following the pledge and roll call, Commission Pearson stated that the Board would be interviewing five applicants for the Fire Commissioner vacancy, each lasting approximately twenty minutes. Commissioner Pearson said that the Board had asked the candidates to please wait outside of the meeting room during the interview of the candidate prior to them, in fairness of not having the questions in advance of their own interview. Commissioner Pearson continued by stating that by law, the candidates do not have to wait outside of the room.

Prior to the start of the interviews, Commissioner Pearson said that he would ask the questions of each candidate, and then each of the other Commissioners may follow up if they would like, based on the comments received.

The candidates interviewed included:

Diana Wilhite at 4:00 p.m.  
Larry Rider at 4:30 p.m.  
Ben Wick at 5:00 p.m.  
Dennis Thompson at 5:30 p.m., and  
Patrick Burch at 6:00 p.m.

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Each candidate was asked to answer the following questions:

1. Briefly tell us about yourself – education, work experience, hobbies, etc.
2. Why are you interested in serving on the Board of Commissioners of the Spokane Valley Fire Department?
3. What experience, if any, have you had in dealing with budgets, policy, and personnel issues in taxing districts?
4. What experience have you had in a leadership role working with employees, both union and non-union?
5. What do you know about the Spokane Valley Fire Department and the responsibilities of its Board of Commissioners?
6. What has been your experience with levy campaigns and how do you see yourself involved?
7. Are you now or have you ever been a part of any service club or organization?
8. Do you have any specific goals or objectives for the Spokane Valley Fire Department that you would pursue if you are the successful appointee?
9. What obligations do you have that would interfere with the regular and/or special Board of Commissioner meetings?
10. Do you have any questions of us?

Each of the candidates answered the questions and follow up questions for the Board. Following the interviews of the candidates, and in answer to a question, Chairman Pearson stated the Board would go into Executive Session to review the information from the interviews, and following the Executive Session, a decision may or may not be made after recessing back into open session. He also stated that if a decision was not made in open session at this meeting, he anticipated a decision would be made at the next regular meeting scheduled for Monday, July 25, 2016.

Commissioner Pearson asked Commissioner Dawson to highlight the laws that guide in selecting a new commissioner. Commissioner Dawson said that from the time Commissioner Hanson resigned as Fire Commissioner two meetings ago, the Board has ninety days to fill the position. If the Board does not fill the position within ninety day, the County Commissioners would fill the position. Commissioner Dawson further stated that he had no doubt the Board would fill the position for Fire Commissioner. He continued by saying that the Board has the right to go to Executive Session to discuss the qualifications of the candidates, but no decision is made in Executive Session. Following Executive Session, the Board would come back into open session to either make a decision on a candidate or announce that no decision has been made.

Commissioner Pearson continued by saying that if a decision was made in open session at this meeting, the selected candidate would be invited to attend the Special Meeting – Work

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Session of the Board on Wednesday, July 20, 2016, not as an official representative, but to observe the meeting. If a candidate is appointed at this meeting, the individual would be sworn in at the next public meeting.

**PUBLIC COMMENT:**

None.

**ANNOUNCEMENT:**

The next regular Board of Fire Commissioners meeting will be held on Monday, July 25, 2016.

**EXECUTIVE SESSION:**


1. **Personnel** – per RCW 42.30.110 (1) (g) states, “To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.” (*Approximate total time for executive session – 30 minutes*)

Commissioner Pearson recessed the meeting to Executive Session at 6:25 p.m. for approximately thirty minutes. Commissioner Pearson stated action may be taken following the Executive Session. All Fire Commissioners attended the Executive Session.

Commissioner Pearson called the meeting back into regular session at 6:55 p.m. and stated that the Board had deliberated on the interviewed candidates on the Commissioner vacancy left by Commissioner Hanson. Commissioner Dawson motioned to appoint Patrick Burch to fill the vacancy on the Board of Fire Commissioners. Commissioner Schmidt seconded the motion. Motion carried. The Board invited Mr. Burch to attend the Board workshop as an observer on Wednesday, July 20, 2016. The swearing in for Mr. Burch as Fire Commissioner will be held on Monday, July 25, 2016, at the next regular meeting.

**ADJOURNMENT:**

Commissioner Pearson adjourned the meeting at 6:57 p.m.

  
Michael Pearson  
Chairman  
Board of Fire Commissioners

MP/djc