



BRYAN COLLINS, FIRE CHIEF

2120 N. Wilbur Rd.
Spokane Valley, WA 99206
(509) 928-1700 Main
(509) 892-4125 Fax
spokanevalleyfire.com

REGULAR FIRE COMMISSIONER MEETING

November 11, 2019

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 with the exception of Commissioner Burch. Commissioner Burch asked to be excused for this meeting per Commissioner Pearson. Commissioner Anderson motioned to excuse Commissioner Burch, and Commissioner Guarisco seconded the motion. Motion carried.

Chief Collins, Division Chief of Operations Schaffer, Division Chief of Training Rorie, Finance Director Golden, Community Affairs Manager Happy, and Executive Assistant Cox represented Administration.

DEPARTMENT REPORTS:

1. October 2019 Financial Reports

Finance Director Golden presented the October 2019 Financial Reports and highlighted the following items included in the Board packet:

- Cash balance as of October 31, 2019, was \$6,396.63.
- Revenues are at 60.5% through October, compared to 58.7% in 2018.
- Property tax collections are approximately 2% ahead of the same time period in 2018.
- Expenditures are at 80.3% as compared to 75.5% in 2018, mainly due to wages. The Board will see a budget amendment in two weeks related to the bargaining unit settlements.
- Pension Fund revenues are at 74% through October 31, compared to 81% last year.



November 11, 2019 Fire Commissioner Minutes

- Pension Fund Expenses are at 72%, and were 59% last year at this time. Finance Director Golden noted that claims were higher, but still within budget.
- Medical Self Insurance Fund Revenue is 81%, compared to 78% in 2018.
- Medical Self Insurance Fund Expense is 75% through October and were 61% last year at this time. Medical claims are up, but still within budget.

The Board thanked Finance Director Golden for her report.

2. October 2019 Response Totals

Division Chief Schaffer presented a summary of the October 2019 Response Totals:

- The total calls for October were 1,530 calls for service, which was higher than the same time period last year.
- The Auto Aid responses now include Fire District 9 in the information packet.
- For the month of October, Fire District 8 had 54 Auto Aid calls, SFD had 91 Auto Aid calls, and Fire District 9 had 18 Auto Aid calls.
- We are showing an increased number of ALS responses, showing an increase of 8.1% over last year. He comment that the Department anticipated the number of ALS calls would increase, and said that another ARU is under discussion.
- Based on the trend of the increased number of calls each month, Division Chief Schaffer believes the Department is on track to have approximately 18,000 calls this year.

The Board thanked Division Chief Schaffer for his report.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

Commissioner Pearson stated the consent agenda consisted of items considered routine which are approved by a single motion. A Board member may remove any item from the Consent Agenda to be considered separately. Commissioner Pearson said that he would like to add an item to the consent agenda. The item added was the Station 5 Open House, scheduled for December 7, from 10:00 a.m., to 2:00 p.m. Commissioner Guarisco mentioned that the Spokane County Fire Commissioner meeting is scheduled for Thursday, November 14, 2019, to be held at SCFD#13, located at 9324 Starr Road, Newman Lake, Washington at 7:00 p.m.



**November 11, 2019
Fire Commissioner Minutes**

Commissioner Pearson said that these items will be added to the consent agenda. Commissioner Schmidt motioned to add the SCFCA Meeting on November 14, 2019, at 7:00 p.m., and the Open House at Station 5 on December 7, 2019, to the consent agenda. Commissioner Anderson seconded the motion. Motion carried.

The amended consent agenda included the following items:

1. Approval of Minutes:
 - a) Regular Meeting: October 28, 2019
2. a) Approval of Vouchers:
 - #258006-258013 in the amount of \$4,560.92
 - #258020-258036 in the amount of \$66,314.65
 - #258037-258072 in the amount of \$51,669.07
 - 19 EFTs in the amount of \$442,916.49
 - 15 EFTs in the amount of \$3,251.33
 - 25 EFTs in the amount of \$48,399.30
 - UHC wire transfer in the amount of \$27,387.47
 - UHC wire transfer in the amount of \$72,781.57
3. Approval of October Payroll in the amount of \$1,298,450.42
4. Conference/Seminar Reports(s) – Greg Rogers
5. Travel Approval – Greg Rogers, Angela Golden, Caroline Kusher, Brett Anderson.
6. Commissioner Meeting Approval:
 - a) Cancellation of the December 23, 2019 Regular Board meeting
 - b) Spokane County Fire Commissioner Association meeting – SCFD#13 – 9324 Starr Road, Newman Lake, Washington – November 14, 2019 - 7:00 p.m.
 - c) SVFD Open House – December 7, 2019 - Station 5 – 10:00 a.m. - 2:00 p.m.

Commissioner Schmidt motioned to approve the Consent Agenda, and Commissioner Anderson seconded the motion. Motion Carried.

PUBLIC COMMENT:

None.

ADMINISTRATIVE REMARKS:

1. Thank you note from Morgan Francis Boyle – Biodex Medical Systems

Chief Collins noted that a nice thank you note was received from Morgan Boyle, from



November 11, 2019 Fire Commissioner Minutes

Biodex Medical Systems, thanking the Department for allowing the company to provide balance assessments to community members attending the annual Department Open House.

COMMISSIONER REMARKS:

Commissioner Pearson said that Commissioner Guarisco contacted him last week regarding the Board recognizing our veterans at this meeting. Commissioner Pearson read the following poem by Kelly Strong:

"FREEDOM IS NOT FREE

I watched the flag pass by one day.
It fluttered in the breeze
A young Marine saluted it, and then
He stood at ease.

I looked at him in uniform
So young, so tall, so proud
With hair cut square and eyes alert
He'd stand out in any crowd.

I thought, how many men like him
Had fallen through the years?
How many died on foreign soil?
How many mothers' tears?

How many Pilots' planes shot down?
How many foxholes were soldiers' graves?
No, Freedom is not free.

I heard the sound of taps one night,
When everything was still.
I listened to the bugler play
And felt a sudden chill.



November 11, 2019 Fire Commissioner Minutes

I wondered just how many times
That taps had meant "Amen"
When a flag had draped a coffin
of a brother or a friend.

I thought of all the children,
Of the mothers and the wives,
Of fathers, sons and husbands
With interrupted lives.

I thought about a graveyard
at the bottom of the sea
Of unmarked graves in Arlington.
No, Freedom isn't free!!"

Copyright 1981 by Kelly Strong

Commissioner Pearson said that he would like to thank all of the veterans for their service, including some in the audience tonight. He said that on Veteran's Day, schools and post offices close, some have a day off of work. It is easy to forget that Veteran's Day is not just a holiday for some. Commissioner Pearson asked that we pause for a moment to reflect on what Veteran's Day stands for, and pay tribute to our veterans.

Commissioner Pearson commented that we will recognize Commissioner Schmidt at a future meeting for his thirty years of service. He also said that the Board will welcome Mike Kester, who will be sworn in to his position on the Board at the first meeting in January. Commissioner Pearson commented that Board will send Mr. Kester to the NW Leadership Conference, and Snure seminar in March. Commissioner Pearson asked that Executive Assistant Debbie Cox work with the new commissioner, and help with items he will need. He also asked that she meet with Mary Requejo for the issued clothing he will need as a Board member.

At the last meeting he asked for the Board members to consider meeting with Local 876, and Local 3701 to talk about putting together a strategy for station visits. He would like to ask permission from the Board to meet with the leaders of the locals to determine dates only in December, and postpone the meetings until January, when our new commissioner is active with the Board, and target a work session in January. Commissioner Guarisco



**November 11, 2019
Fire Commissioner Minutes**

moved to approve Commissioner Pearson meeting with union representatives, and Commissioner Anderson seconded the motion. Motion carried.

As a final remark, Commissioner Pearson said that he will be absent for the last Board meeting in November, and out of the area with family for Thanksgiving. He asked to be excused from the meeting on November 25, 2019. At the first meeting in January, the new chairman will be selected, and the committee assignments will occur.

Commissioner Anderson expressed his thanks for all members of our staff who are veterans. He commented that we are firming up a date for the Enduris presentation the week of Memorial Day. Debbie has been looking for a venue for the event, and at this time, CenterPlace is not available, so she is in contact with the Mirabeau. Commissioner Anderson said that Enduris will be paying travel, and expenses for Dr. Gilmartin. He said that he is waiting to hear from Shellie from Enduris. More details to follow as available.

Commissioner Schmidt had no comment.

Commissioner Guarisco commented that Veteran's Day means a lot to their family, and he expressed his sincere appreciation of all that have served in the military.

Commissioner Burch was not at the meeting this evening.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

None.

PUBLIC COMMENT:

None.

ANNOUNCEMENT:

The next regular Board of Fire Commissioners meeting will be held on Monday, November 25, 2019, at 4:00 p.m. at the SVFD Administration Building.



**November 11, 2019
Fire Commissioner Minutes**

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 – 15 minutes)

Chairman Pearson stated that there would not be an Executive Session this evening.

Commissioner Pearson then acknowledged Commissioner Guarisco. Commissioner Guarisco motioned to adjourn the meeting, and Commissioner Schmidt seconded the motion. Motion carried.

ADJOURNMENT:

Commissioner Pearson adjourned the meeting at 4:15 p.m.


Patrick Burch
Chairman
Board of Fire Commissioners

PB/djc