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REGULAR FIRE COMMISSIONER MEETING

November 25, 2019

4:00 P.M.

Minutes

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

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

ROLL CALL:

All Fire Commissioners were present with the exception of Commissioner Pearson, who had asked to be excused, and Commissioner Schmidt. Commissioner Guarisco motioned to excuse Commissioners Pearson and Schmidt. Commissioner Anderson seconded the motion. Motion carried.

Chief Collins, Deputy Chief Arold, Deputy Chief O'Brien, Division Chief of Operations Schaffer, Fire Marshal Rogers, Finance Director Golden, Community Affairs Manager Happy, and Executive Assistant Cox represented Administration.

DEPARTMENT REPORTS:

1. Community Affairs Quarterly Report

Prior to presenting her report, Community Affairs Manager Julie Happy said that when she came to SVFD, her approach was to send out more media releases, increase the website videos and content, and try to get the news to follow us. Social media is doing very well, and outside agencies are following us. Community Affairs Manager Happy said that she enjoys hearing from outside agencies that contact her to compliment our website and ask advice for their own websites, and the Sheriff's office called to thank us for increasing public safety messages around first responders.

The following items were highlighted from the quarterly report:

- Analytics show that the most prominent followers of our social media are females 25-35.
- Instagram was launched last week.



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- Our Facebook followers are up 88%, largely due to Scott Niebuhr who has made it his objective to invite all people to follow the SVFD Facebook page when they comment on a post if they are not already followers of our page.

Items receiving a lot of attention on social media include:

- Tiller training at Geiger was our number one post so far this year.
- First responder information, such as slow down, move to the right, don't text items are popular.
- Last week information about a recipient of the SVFD scholarship fund was very popular.

Upcoming Events:

- Station 5 – Christmas Open House – Saturday, December 7, 2019

News Coverage:

- Lucas Device
- Employee Scholarship Fund, as mentioned on social media, also had an article in the Spokesman Review about the nurse that had received our scholarship.
- SREC
- Lime Scooters – all local news stations and national coverage as far as North Carolina

2020 Communication Direction

- Create outreach content for use by the Chief, Fire Commissioners, Deputy Chiefs, Battalion Chiefs, and all SVFD personnel that demonstrates SVFD's support of the community through levy outcomes, strategic planning, performance values, and fiduciary responsibility (budget).

In answer to a question from the Board, we are on Twitter as well as Facebook.

Commissioner Burch commented that the Board appreciates the efforts that Julie has made in regard to social media and in working with the news media. All members of the Board thanked Community Affairs Manager Happy for her report.

PUBLIC COMMENT:

Shawn Pichette, 17610 W. Dino Road, Medical Lake, Washington, made a public comment regarding activities with Local 876. He said that there was a recent video of an owl rescue that went viral, made Fox news, and had over a million shares. Jay Hagen was in the video, and it was clear it was SVFD that made the rescue. In 2011, the scholarship fund was started by Darrin Coldiron and to date has raised over \$136,000 in employee donations and



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helped over 45 students at the Community Colleges of Spokane. The George Sly Endowment fund is almost self-sufficient, and stands at \$57,500. Mr. Pichette commented that another \$15-20,000 and the fund should be self-sustained for years to come. Every two weeks we are taking roughly \$570 out of payroll deductions from our employees to support these scholarships. Currently, information about payroll deductions in support of scholarships and other giving opportunities are being gathered to send out to our employees in a funding drive. Currently, Darrin Coldiron has stepped down as President, and Tom Miller has taken over. Mr. Pichette also commented that Julie Happy, our Community Affairs Manager, is joining the scholarship board. As a final comment, Operation Warm, a program that collects coats for children, has increased the number of coats given to elementary students every year.

- In 2016-150 coats were given away and \$2,500 was raised.
- In 2017-350 coats were given away and \$6,000 was raised.
- In 2018-425 coats were given away and \$7,500 was raised.
- In 2019-600 coats were given away and \$11,820 was raised.

This year, coats were donated to twelve different schools.

Commissioner Anderson asked Mr. Pichette to thank all those involved in the scholarship program. Commissioner Burch invited Mr. Pichette and others involved with these programs to feel free to present information to the Board as they are very interested in hearing about the programs. He then thanked Mr. Pichette for his comments.

APPROVAL OF AGENDA:

Commissioner Burch 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. The consent agenda included the following items:

1. Approval of Minutes:
 - a) Regular Meeting: November 11, 2019
2. Approval of Vouchers:
 - #258127-258173 in the amount of \$196,632.12
 - #258174-258181 in the amount of \$4,528.07
 - 23 EFTs in the amount of \$23,795.66
 - 19 EFTs in the amount of \$446,810.88
 - UHC wire transfer in the amount of \$67,238.70
3. Approval of Payroll: None.
4. Conference/Seminar Reports(s) – None.



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- 5. Travel Approval – None.
- 6. Commissioner Meeting Approval – None.

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

ADMINISTRATIVE REMARKS:

1. End of Year Goal Updates

Deputy Chief Arold noted that everyone is working on their end of the year goal updates, and these will be presented to the Board at the second Board meeting in January.

2. 2020 Goals

Deputy Chief Arold reported that everyone is working on their 2020 goals which will also be presented to the Board at the January

PUBLIC COMMENT:

None.

SUBCOMMITTEE REPORTS:

1. Apparatus/Facilities Sub Committee

Commissioner Anderson reported that a brief report was sent to members of the Board. He also commented that he did not believe there would be a December apparatus/facilities meeting. The next meeting will be in January 2020.

COMMISSIONER REMARKS:

Commissioner Anderson commented that Dr. Gilmartin has been confirmed for his seminars on Thursday May 28, and Friday May 29, 2020. Dr. Gilmartin is a Psychologist that studies first responders on such subjects as depression and suicide. Enduris will be funding all of the logistics for the seminars. Commissioner Burch commented that we will do our best to assure as many of our employees and spouses can attend.



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Commissioner Schmidt was not at the meeting.

Commissioner Guarisco had no comments.

Commissioner Pearson was not at the meeting.

Commissioner Burch commented that he and Commissioner Guarisco had attended the Spokane County Fire Commissioner meeting on Thursday, November 14, at Newman Lake Fire Department. He expressed his appreciation to Division Chief Charter and Captain Baird for their presentation at the meeting on the Lucas device, which is used to assist in cardiac arrests. Commissioner Burch also said that the Spokane County Fire Commissioners Association's Annual Meeting will be held on Thursday, January 9, 2020, at the Northern Quest Casino. More to follow from the SCFCA, as available.

Commissioner Burch also commented that at the last SCFCA meeting it was reported that DNR funding for training would be down next year, but this should not have any significant impact on SVFD. As a final remark, Commissioner Burch said that he will be having surgery on December 6, so he asked to be excused from the December 9 regular meeting.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Resolution # 2019-469

Finance Director Angela Golden provided information on Resolution #2019-469. She said that subsequent to the adoption of the 2019 Expense Fund budget, collective bargaining agreements with Local 876 and Local 3701 were in the process of being negotiated. Recent settlement of these contracts resulted in retroactive payment of wages back to January 1, 2018. Administration recommends the Expense Fund's 2019 appropriations budget be increased by \$1,450,770 to ensure support of necessary programs. Commissioner Guarisco proposed a motion to adopt Resolution 2019-469 to amend the Expense Fund's 2019 budget. Commissioner Anderson seconded the motion. Motion carried.



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PUBLIC COMMENT:

None.

ANNOUNCEMENT:

The next regular Board of Fire Commissioners meeting will be held on Monday, December 9, 2019, at 4:00 p.m. at the SVFD Administration Building.

EXECUTIVE SESSION: - The Executive Session was canceled for this meeting.

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 – 10 minutes)

Commissioner Burch announced that there would not be an Executive Session and recognized Commissioner Guarisco. Commissioner Guarisco motioned to adjourn the meeting, and Commissioner Anderson seconded the motion. Motion carried.

ADJOURNMENT:

Commissioner Burch adjourned the meeting at 4:25 p.m.

A handwritten signature in blue ink, appearing to read 'Patrick Burch', written over a horizontal line.

Patrick Burch
Chairman
Board of Fire Commissioners

PB/djc