



**BRYAN COLLINS, FIRE CHIEF**

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

## **REGULAR FIRE COMMISSIONER MEETING**

**via Videoconference**

**November 22, 2021 4:00 P.M.**

**Minutes**

### **CALL TO ORDER:**

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

### **PLEDGE OF ALLEGIANCE:**

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

### **ROLL CALL:**

All Fire Commissioners were in attendance and Fire Chief Collins, Deputy Chiefs Shawn Arold and Frank Soto, and Finance Director Angela Golden represented Administration; others in attendance were newly appointed Civil Service Commissioner Brittany Webster.

### **SPECIAL PRESENTATION:**

#### **1. Oath of Office – Civil Service Commission**

Commissioner Burch introduced Brittany Webster as the newly appointed Civil Service Commissioner. Commissioner Burch then asked Mrs. Webster to raise her right hand and repeat after him the Oath for Civil Service Commissioner. Following the administering of the oath, Commissioner Burch thanked Mrs. Webster for her willingness to serve on the commission. He also thanked those who applied and interviewed for the position as their interest, time, and effort was appreciated.

### **PUBLIC COMMENT:**

None.



**November 22, 2021  
Board of Fire Commissioners Meeting**

**APPROVAL OF AGENDA:**

Commissioner Burch explained that the Consent Agenda consisted of items considered routine, which may be approved by a single motion. A Board member may remove any item from the Consent Agenda to be considered separately. No items were removed from the agenda.

1. Approval of Minutes:
  - November 08, 2021
2. Approval of Vouchers:
  - 7 Vouchers in the amount of \$3,980.85
  - 21 EFTs in the amount of \$806,821.40
3. Approval of Payroll:
  - None
4. Meeting Approval:
  - Regular Meeting on December 27, 2021 - cancelled
5. Travel Approval:
  - None

Commissioner Burch called for a motion to approve the Consent Agenda. It was so moved by Commissioner Anderson and seconded by Commissioner Kester. With no further discussion, motion carried unanimously.

**ADMINISTRATION REMARKS:**

None.

**SUBCOMMITTEE REPORTS:**

Commissioner Anderson reported on behalf of the Facility & Apparatus Committee:

Facility Committee: The new facility meetings are ongoing, and there has been progress with permits. Trusses will cost more than originally planned, and apparatus bay doors are being priced. The Station Alerting System bids will be reviewed, and the award will be announced at the Regular Commissioners Meeting on December 13, 2021. Station projects include: fence work (Station 1), dishwasher repair (Station 2), ice cleats and gutters installed to keep sidewalks clear (Station 3), L.E.Ds lighting conversion for cost savings (Station 4), and installation of new apparatus bay door opener.



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Apparatus Committee: Engine 3 is in the shop for repairs. the new tiller is scheduled for delivery to True North on November 22, 2021, costing approximately \$80,000 (presented at the November 8, 2021 Regular Meeting) and announced Lead Shop Mechanic Wayne Tuttle's last day is Monday, November 29; his service to this department is much appreciated, and he is wished well in his retirement.

Commissioner Guarisco reported on behalf of the Marketing Committee:

Marketing Committee: Nothing to report as their meeting was cancelled due to the Special Board Meeting scheduled to conduct the Civil Service interviews.

Commissioner Asmus reported on behalf of the Selection Committee:

Selection Committee: A meeting was held with the representatives from Western Fire Chiefs Association. They have identified several candidates that would align with the values of the department, and the committee is impressed.

**COMMISSIONER REMARKS:**

The Board thanked staff for doing a fine job managing the department, wished everyone a happy and safe Thanksgiving holiday, and wished Wayne Tuttle well into his retirement. Commissioner Anderson added that Paul Binkoski, a citizen who previously submitted public comment, was pleased with how the department responded to his inquiries.

**ADVANCE AGENDA:**

1. 1<sup>st</sup> Responders Conference February 24-25, 2022

Commissioner Burch stated that this conference will be held in Spokane at Northern Quest Event Center. He recommends the commissioners attend for the mental health topics, which align with the department's Wellness Committee topics.

**UNFINISHED BUSINESS:**

1. Resolution 2021-497 2022 General Fund Budget

Finance Director Golden presented Resolution 2021-497.

Commissioner Anderson moved to adopt Resolution 2021-497 2022 General Fund Budget as presented. It was seconded by Commissioner Asmus, and with no further discussion the motion carried unanimously.



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2. Resolution 2021-498 2022 Pension Fund Budget

Finance Director Golden presented Resolution 2021-498.

Commissioner Kester moved to adopt Resolution 2021-498 2022 Pension Fund Budget as presented, and Commissioner Asmus seconded. With no further discussion, the motion carried 4-0 as Commissioner Anderson abstained from the vote.

3. Resolution 2021-499 2022 Medical Fund Budget

Finance Director presented Resolution 2021-499.

Commissioner Burch called for a motion to adopt Resolution 2021-499 2022 Medical Fund Budget as presented. It was so moved by Commissioner Guarisco and seconded by Commissioner Kester. With no further discussion, the motion carried 4-0 as Commissioner Anderson abstained from the vote.

**NEW BUSINESS:**

None.

**ANNOUNCEMENT:**

Commissioner Burch announced that the next regular meeting will occur Monday, December 13, 2021, at 4:00 p.m. (virtual meeting); visit [www.spokanevalleyfire.com](http://www.spokanevalleyfire.com) to attend virtually and submit public comment by 2:00 p.m. the day of the meeting.

**ADJOURNMENT:**

Commissioner Burch called for a motion to adjourn the meeting. It was so moved by Commissioner Anderson and seconded by Commissioner Kester. With no further discussion, the motion carried unanimously. Commissioner Burch adjourned the meeting at 4:21 p.m.

*Patrick Burch*  
Patrick Burch (Dec 14, 2021 08:11 PST)

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Patrick Burch  
Chair  
Board of Fire Commissioners  
PB/ncc