



REGULAR COMMISSIONERS MEETING

2120 N Wilbur Rd, Spokane Valley, WA 99206

March 14, 2022

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:

Commissioners Burch, Anderson, Asmus and Kester were present. Others attending the meeting were, Fire Chief Frank Soto Jr., Interim Deputy Chief Andy Rorie, Deputy Chief Greg Rogers, Finance Director Angela Golden, Division Chief Michael Charter, Battalion Chief Mark Knokey, IS Director Joseph Yacker, Captain Matt Jorgensen, Captain Don Kresse, Community Affairs Manager Julie Happy and Nicole Castilliano (recorder).

Commissioner Burch called for a motion to excuse Commissioner Guarisco from the meeting. It was so moved by Commissioner Kester and seconded by Commissioner Anderson. With no further discussion the motion carried unanimously.

DEPARTMENT REPORTS:

1. February 2022 Finance Report

Finance Director Golden reported the following:

- General Fund Revenues to date are at 1.56 percent versus 6.18 percent this time last year. General Fund Expenditures to date are 12.8 percent versus 17.0 percent this time last year.
- Pension Fund Revenues to date are at .25 percent versus .76 percent this time last year. Pension Fund Expenditures to date are 9.11 percent versus 11.52 percent this time last year.



March 14, 2022

Board of Fire Commissioners Regular Meeting

- Medical Fund Revenues to date are at 14.5 percent versus 16.1 percent this time last year. Medical Fund Expenditures to date are 15.3 percent versus 11.9 percent this time last year.

2. February 2022 Response Totals

Interim Deputy Chief Rorie presented the February Response Total Report and highlighted the following:

- 1678 calls for service in February 2022
- Auto Aid with District 8, District 9, and Spokane Fire trending normal
- Top three Fire Stations with the most calls for service: Station 8 (17.04%), Station 7 (16.44%), and Station 6 (12.12%) of the call volume for February.
- 20% increase in Advanced Life Support (ALS) specific incidents year to date
- 16.79% increase in total call volume year to date

APPROVAL OF AGENDA:

Consent Agenda: Consists 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:

1. Approval of Minutes:

- February 28, 202

2. Approval of Vouchers:

- *Vouchers processed 02/28/22:*
 - 6 Vouchers in the amount of \$3,618.56
 - 19 EFTs in the amount of \$499,593.00
 - Premera wire txfr \$42,539.95 and \$3,346.70
- *Vouchers processed 03/03/22:*
 - 38 Vouchers in the amount of \$110,104.78
 - 27 EFTs in the amount of \$122,333.38
 - Premera wire txfr \$213,274.66 and \$4,119.59

3. Approval of Payroll:

- February 2022 in the amount of \$1,365,893.23

4. Travel Approvals:

- CRR Leadership Conference: Kusher, Rogers
- CRR Leadership Strategies at NFA: Krogh
- Post Travel Report: Vision 20/20



March 14, 2022

Board of Fire Commissioners Regular Meeting

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 the motion carried unanimously.

ADMINISTRATION REMARKS:

None.

COMMISSIONER REMARKS:

Commissioner Asmus reported: Chief was introduced to the Liberty Lake City Council and presented the February statistics specific to their service area. Station 3 hosted a Safe Car Seat installation event. SVFD RTF, the Spokane County Sheriff Department, and other emergency service organizations participated in a full-scale training exercise hosted at Mead High School where they trained on active threat scenarios. The Central Valley School District presented their Meritorious Service Award to Fire Chief Soto, Jr. for SVFDs collaborative partnership with the school district. And, Firefighter Scott Niebuhr was recognized individually with a Meritorious Service Award for his work with Project Warm.

Commissioner Anderson reported: on behalf of Civil Service Commission stating the application period for the Battalion Chief and Captain positions closed March 4; there were 8 Battalion Chief applications and 11 Captain applications submitted. The testing for Battalion Chief is scheduled for the end of March with the Captains test following early April.

Commissioner Kester reported: his attendance at the Millwood City Council meeting; the topics discussed were the open council member position, the transit system increasing routes throughout the valley, and the planning of future Park and Ride projects. He sincerely highlighted the bravery of the Ukrainian firefighters continuing to respond to help those in need despite the invasion disaster in their communities. He stated is very impressed and proud of their commitment to their citizens.

Commissioner Burch stated: in light of steadily increasing trendline with emergency service calls the Board recognizes the amount of extra effort from our personnel to meet the demand. He reported positive feedback from our community and is very impressed with the continuous excellent customer service and bedside manner at every call for service.

ADVANCE AGENDA:

None.



March 14, 2022

Board of Fire Commissioners Regular Meeting

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Resolution 2022-512 Waiving of Competitive Bidding Process to Purchase Used or Demonstration Vehicles and Apparatus

Chief Soto presented Resolution 2022-512. He advised the board that we have been in situations where we have missed opportunities to purchase used vehicles because of the time it takes for the bidding process, and before the process is finished the vehicle(s) have already been sold. The most recent example is the Spartan Tiller purchase, and that Novato chose to hold it for us while we completed our processes; this is a very rare and gracious act as there were many fire departments in line to purchase that vehicle. In order to ensure that the Department can make such vehicle purchases in the future, staff requests the authority to authorize the waiver of bid laws when necessary to purchase a used or demonstration vehicle without further Board action when such purchase meets the requirements for a sole source purchase and such purchase is in the best interest of the Department.

Commissioner Burch called for a motion to adopt Resolution 2022-512. It was so moved by Commissioner Anderson and seconded by Commissioner Asmus. Discussion ensued and Fire Chief Soto Jr, assured the Board that this resolution doesn't replace our presentation and approval process to the Board, only that of the bidding process. Commissioner Burch called for the question and the motion carried unanimously.

PUBLIC COMMENT:

None.

ANNOUNCEMENT:

Commissioner Burch announced the next regular meeting will occur Monday, March 28, 2022, at 4:00 p.m. at the Administration Building (2120 N. Wilbur Road). If you cannot attend in person, visit www.spokanevalleyfire.com to sign up prior to the meeting to submit public comment; all comments must be received in writing by 2:00 p.m. prior to the start of the meeting.



March 14, 2022

Board of Fire Commissioners Regular Meeting

ADJOURNMENT:

Commissioner Burch called for a motion to adjourn the meeting. It was so moved by Commissioner Anderson and seconded by Commissioner Kester. The motion carried and Commissioner Burch adjourned the meeting at 4:22 p.m.

John N Guarisco

John N Guarisco (Mar 29, 2022 10:13 PDT)

John Guarisco, Vice-Chair
Board of Fire Commissioners
JG/ncc