



REGULAR COMMISSIONERS MEETING

2120 N Wilbur Rd, Spokane Valley, WA 99206

February 28, 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 let the Board and those attending in the Pledge of Allegiance.

ROLL CALL:

All Commissioners were present. Others attending the meeting were, Fire Chief Frank (Karen) Soto Jr., Frank (Rose) Soto Sr., Deputy Chief Greg Rogers, Deputy Chief Andy Rorie (Interim), Division Chief Jeff (Cathye) Bordwell, Division Chief Mike Charter, Human Resources Director Valerie Biladeau, Finance Director Angela Golden, IS Director Joseph Yacker, Battalion Chief Rob Proctor, Deputy Fire Marshal Brett (Chrys) Anderson, Lee Bauder, Josh Evans, Mary Requejo, Michelle Rogers, Tracy Harvey, MaryJo Kester, Deann Burch, Mitch Burch and Nicole Castilliano (recorder).

SPECIAL PRESENTATION

1. Oath of Office for Fire Chief Frank Soto Jr.

Commissioner Burch administered the oath of office to new Fire Chief Frank Soto Jr. At 4:06 p.m. commissioner Burch Adjourned the meeting into a 5-minute break for a photo opportunity and those in attendance to offer congratulations. At 4:11 p.m. Commissioner Burch reconvened the meeting.

PUBLIC COMMENT:

Commissioner Burch received one submission for public comment and read the following aloud: *"Congratulations to incoming Chief Frank Soto. Spokane County Fire District 8 is excited to work with you and your great agency. We would like to thank Chief Collins for his service and fostering a great relationship with Fire District 8. Chief Collins had a vision, and that vision has served Spokane Valley Fire and other Fire Districts in this County well. Best of luck in your retirement!" – Lonnie Rash*



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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 14, 2022

2. Approval of Vouchers:

- Vouchers processed 02/02/22:
55 Vouchers in the amount of \$103,767.50
40 EFTs in the amount of \$808,287.29
Premera wire txfr \$127,102.42 and \$6,642.41
- Vouchers processed 02/15/22:
7 Vouchers in the amount of \$3,807.55
21 EFTs in the amount of \$807,620.72
Premera wire txfr \$44,991.22 and \$5,459.50
- Vouchers processed 02/17/22:
43 Vouchers in the amount of \$198,647.39
43 EFTs in the amount of \$287,264.86
Premera wire txfr \$49,775.50 and \$4,051.34

3. Approval of Payroll:

- January 2022 in the amount of \$1,431,002.11

4. Travel Approvals:

- CRR Leadership Conference: K Krogh

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

ADMINISTRATION REMARKS:

None.



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COMMITTEE REPORTS:

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

Facilities: Working on permits for new Station 11, the fence work at Station 1 moving ahead, the LED light conversion projects are complete at Stations 4 and 9.

Apparatus: The new Mechanic, Jeff Ramone, starts March 3rd, Engine 5 and Engine 4 are out of service for scheduled maintenance, old ladder 8 was auctioned off, an F150 is scheduled to sell, and the tiller conversion should return to district within the next three months.

Commissioner Kester reported on behalf of the Millwood City Council Meeting:

The Council Meetings are now in person moving forward, they reviewed last year's budget, discussed end of year items and the widening of Argonne Road.

Commissioner Guarisco reported on behalf of the Marketing Committee:

The new website is complete, the first levy lid-lift video featuring Driver Safety and Emergency Scenes launched today, the production of the second levy lid-lift video is in progress. They are looking into advertising at the Spokane Valley Mall where they can feature content on the kiosks and screens. And, the planning of production for Wildfire Awareness Month is underway.

Commissioner Burch reported on behalf of the Wellness Committee:

The focus of discussion was on the annual physicals and the challenges of finding a company that can accommodate our organization on an annual basis. Also, they spent a fair amount of time discussing the 1st Responders Conference which was attended by many members the week prior. He stated he was pleased to see the enthusiasm of members requesting to attend.

ADVANCE AGENDA:

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Resolution 2022-510 Appointing District Secretary

The current Fire Chief, Bryan Collins, held the position of Secretary of the Department. Chief Collins is retiring, and a new District Secretary must be appointed. The incoming Fire Chief,



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Frank Soto Jr., is a qualified person to hold the position of District Secretary and is available to fill the position.

Commissioner Burch called for a motion to adopt Resolution 2022-510 appointing Frank Soto Jr. as the District Secretary effective March 1, 2022. It was so moved by Commissioner Guarisco and seconded by Commissioner Kester. With no further discussion the motion carried unanimously.

2. District Secretary Oath

Commissioner Burch administered the Oath of Office to newly appointed District Secretary Frank Soto, Jr.

3. Resolution 2022-511 Appointing Agent to Receive Claims

On February 25, 2013, the Board of Fire Commissioners appointed Bryan Collins as the agent to receive any claim for damages against the District as required by RCW 4.96 by resolution (No. 2013-371). As Chief Collins is retiring, pursuant to the provisions of RCW 4.96.020 a new agent to receive claims against the District needed to be appointed.

Commissioner Burch called for a motion to adopt Resolution 2022-511 appointing Frank Soto, Jr. as the agent to Receive Claims Against the District effective March 1, 2022. It was so moved by Commissioner Guarisco and seconded by Commissioner Anderson. With no further discussion the motion carried unanimously.

COMMISSIONER REMARKS:

The Commissioners commented on the following topics:

- Congrats to Fire Chief Frank Soto Jr. and thanked all in attendance for their support.
- Welcomed Karen Soto and family to Spokane Valley Fire Department.
- Recognized Fire Chief Collins for his dedicated years of service to the Department.
- Mentioned the Distinguished Service Medal awarded to Firefighter Miller.
- Appreciation for the E4 crew for their participation at Career Fair at Selkirk Middle School.
- The photo shoot hosted at U-High was an amazing showcase of SVFD frontline apparatus.
- The 1st Responder Conference was informational, well presented, and impactful.



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ANNOUNCEMENT:

Commissioner Burch called for a motion to resume in-person Board of Fire Commissioners meeting. It was so moved by Commissioner Guarisco and seconded by Commissioner Asmus. With no further discussion the motion carried unanimously.

Commissioner Burch announced the next regular meeting will occur Monday, March 14, 2022, at 4:00 p.m. at the Administration Building. Visit www.spokanevalleyfire.com to sign up prior to the meeting to attend submit public comment; all comments must be received in writing by 2:00 p.m. prior to the start of the meeting.

ADJOURNMENT:

Commissioner Burch called for a motion to adjourn the meeting. It was so moved by Commissioner Guarisco and seconded by Commissioner Anderson. The motion carried and Commissioner Burch adjourned the meeting at 4: 35 p.m.

Patrick Burch

Patrick Burch (Mar 14, 2022 18:28 PDT)

Patrick Burch, Chair
Board of Fire Commissioners
PB/ncc