



BRYAN COLLINS, FIRE CHIEF

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REGULAR FIRE COMMISSIONER MEETING

June 28, 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 present. Chief Collins represented Administration.

SPECIAL PRESENTATION:

1. Meritorious Service Award – Jared Bradford

Chief Collins drew the Board's attention to a letter the Department received from Jean Heinritz. This letter was written to Chief Soto on May 24, 2021. Mrs. Heinritz stated that she called 911 last year due to an emergency with her husband. One of SVFD's off duty first responders, Jared Bradford, was first on scene after receiving a notification from PulsePoint. Mr. Heinritz later passed away from a cancer diagnosis, but Mrs. Heinritz conveyed her gratitude not only for the assistance Firefighter Bradford provided at the time of this incident but also for the assistance and support he and his son have offered since that time. They have assisted on multiple occasions with lawn care and grocery shopping. Her letter reads in part "He is a wonderful blessing!" Upon receiving the letter Deputy Chief Soto nominated Firefighter Bradford for a Certificate of Commendation. The nomination committee subsequently recommended upgrading the award to a Meritorious Service Award. Chief Collins recognized Firefighter Bradford and his son, who will also be receiving an award, for their thoughtful and kind actions. The award itself will be presented to Firefighter Bradford by Chief Collins and the Deputy Chiefs at a later date. Commissioner Guarisco suggested posting the letter on social media, and Chief Collins advised that Mrs. Heinritz' permission would be needed. Commissioner Kester also requested that video/photos of the award presentation be posted on social media. Commissioner Anderson made a motion to show the Board's support of the award. Commissioner Kester seconded. All members voted "aye." Motion carried.



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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. No items were removed from the agenda.

1. Approval of Minutes:
 - a. May 24, 2021
 - b. June 14, 2021
2. Approval of Vouchers
 - 1 voucher in the amount of \$28,700.00
 - 7 vouchers in the amount of \$4,018.60
 - 51 vouchers in the amount of \$219,532.87
 - 17 EFTs in the amount of \$775,749.56
 - 38 EFTs in the amount of \$673,569.80
 - Premera wire transfer in the amount of \$61,005.31 and \$2,973.94
 - Premera wire transfer in the amount of \$26,692.68 and \$5,263.40
3. Meeting Approval

Commissioner Guarisco moved to approve the Consent Agenda and Commissioner Asmus seconded the motion. All Board members voted "aye." Motion Carried.

PUBLIC COMMENT: Please see our website to sign up prior to the meeting to make a public comment at: www.spokanevalleyfire.com - All comments must be received in writing by 2:00 p.m. prior to the start of the meeting.

There were no requests received for public comment.

ADMINISTRATIVE REMARKS:

None.

SUBCOMMITTEE REPORTS:

1. Apparatus/Facility Sub-Committee (added)

Commissioner Anderson stated that he and Commissioner Kester attended the Facilities Subcommittee meeting. With rapidly rising construction costs the price of the Maintenance Shop and Station 11 is going up in price. DC Soto is closely monitoring this. In addition, Station 6 roof capping between the apparatus bay and living quarters is starting to leak and needs to be addressed. Chief Collins stated that this will be discussed in this summer's budget workshop. Minimal funds will be spent in 2021, so these funds will be rebudgeted next year as well as any additional funds needed.



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COMMISSIONER REMARKS:

Commissioner Anderson stated that he has been summoned for jury duty in August. He has asked to have this postponed to September, but he will likely be out for two regular meetings in the future. This is currently scheduled for August 9, but he is trying to move the date to September 7. Commissioner Anderson and the rest of the Board later wished Commissioner Asmus a belated happy birthday.

Commissioner Kester reminded the public as the 4th approaches that fireworks are not legal stating that with this heat it will take very little to start something very bad.

Commissioner Asmus reiterated Commissioner Kester's remarks regarding the 4th noting the heat index. He reminded the public to stay hydrated and encouraged attendees to see one of the public shows.

Commissioner Guarisco commented on the letter regarding Firefighter Bradford stating that Fire Chaplain Dave Simboli and his son Henry have also helped Mrs. Heinritz. He is excited to see all the individuals who help provide community support during their off-duty hours.

Commissioner Burch echoed prior comments related to safety this 4th, not only with the dry conditions but also staying hydrated, staying out of the direct sunlight if possible, and staying indoors when you can. Commissioner Kester reminded attendees to protect their pets from the heat as well.

ADVANCED AGENDA:

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Agenda Item Report and Adoption of Resolution 2021-493 – Transfer of Funds from the Communication Trailer Reserves for Purchase of Communication Trailer Equipment

Chief Collins stated BC Knokey was recently assigned communications responsibilities with his promotion. He submitted a request regarding needed equipment for the communication trailer. The agenda item report recommends allocating \$36,791 from the Communication Trailer Designated Reserve Fund for the purchase of Communication Trailer equipment and services. Commissioner Burch advised he would entertain a motion. Commissioner Guarisco motioned



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to approve Resolution #2021-493. Commissioner Anderson seconded. All Commissioners voted “aye.” Motion carried. The Board thanked BC Knokey for his efforts in taking care of this item.

PUBLIC COMMENT:

There were no public comments received this evening. Commissioner Burch stated that the public is invited to submit comments to us by 2:00 p.m. the day of our meeting by going to our website at www.spokanevalleyfire.com.

ANNOUNCEMENT:

Commissioner Burch announced that our next regular meeting will be Monday, July 12, 2021, at 4:00 p.m., and this will be a virtual meeting.

ADJOURNMENT:

Commissioner Burch then acknowledged Commissioner Anderson. Commissioner Anderson motioned to adjourn the meeting, and Commissioner Kester seconded the motion. All Commissioners voted “aye” to adjourn the meeting. Motion carried. Commissioner Burch adjourned the meeting at 4:19 p.m.

Patrick Burch

Patrick Burch (Jul 13, 2021 08:01 PDT)

Patrick Burch
Chairman
Board of Fire Commissioners
PB/pla

Items for signature (07-12-2021 Meeting)

Final Audit Report

2021-07-13

Created:	2021-07-13
By:	Trish Andersen (andersenp@spokanevalleyfire.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8t7TahpIRrDOY2FvEmWZomXETg35IGBb

"Items for signature (07-12-2021 Meeting)" History

-  Document created by Trish Andersen (andersenp@spokanevalleyfire.com)
2021-07-13 - 2:00:39 PM GMT- IP address: 50.233.197.14
-  Document emailed to Patrick Burch (burchp@spokanevalleyfire.com) for signature
2021-07-13 - 2:02:20 PM GMT
-  Email viewed by Patrick Burch (burchp@spokanevalleyfire.com)
2021-07-13 - 3:00:58 PM GMT- IP address: 73.118.238.33
-  Document e-signed by Patrick Burch (burchp@spokanevalleyfire.com)
Signature Date: 2021-07-13 - 3:01:31 PM GMT - Time Source: server- IP address: 73.118.238.33
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