



BOARD OF FIRE COMMISSIONERS REGULAR MEETING

2120 N WILBUR RD, SPOKANE VALLEY, WA 99206

JULY 25, 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 Patrick Burch, John Guarisco, Mike Kester, and Bill Anderson were present. Others attending the meeting were Nicole Castilliano (recorder), Deputy Chiefs Zack Bond, Tom Hatley, Greg Rogers; Directors Angela Golden, Julie Happy, and Joseph Yacker; Division Chief Jeff Bordwell, Deputy Fire Marshal Brett Anderson, Battalion Chiefs Rob Proctor and Michael Charter, IS Analyst Scott Keith and John Sisser.

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

DEPARTMENT REPORTS:

1. 2Q2022 Prevention Report

Deputy Fire Marshal Anderson presented the Prevention quarterly report (attached).

2. 2Q2022 Community Affairs Report

Director Happy presented the Community Affairs quarterly report (attached).

PUBLIC COMMENT:

None.



APPROVAL OF AGENDA:

The 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:

- Board meeting 07/11/22

2. Approval of Vouchers:

- **Vouchers processed 07/06/22**
 - 32 Vouchers \$79,636.61
 - 26 EFTs \$156,520.99
 - Premera Wire Transfers \$67,439.16 and \$4,617.48
- **Vouchers processed 07/13/22**
 - 33 Vouchers \$255,646.41
 - 30 EFTs \$338,360.08
 - Premera Wire Transfers \$59,730.43 and \$2,879.33
- **Vouchers processed 07/15/22**
 - 9 Vouchers \$71,926.81
 - 21 EFTs \$877,067.36
- **Vouchers processed 07/20/22**
 - 16 Vouchers \$17,469.44
 - 25 EFTs \$1,781,638.15
 - Premera Wire Transfers \$60,646.47 and \$3,394.12

3. Approval of Travel:

- SFPE Conference, Chicago IL, Sept 07-10 (Harvey, Morrell)
- FDNT Live Fire Trainer, Indiana, Sept 25-30 (Fertakis, Huffman)

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.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Civil Service Oath of Office



Commissioner Burch welcomed John Sisser, a current Civil Service Commissioner, and administered the Civil Service Oath of Office for another term. Following the oath, Commissioner Burch thanked Mr. Sisser for his dedication to the commission and to the community.

2. Ready Rebound Purchasing Agreement

Deputy Chief Rogers recommended the Board of Fire Commissioners the Board of Fire Commissioners authorize the Fire Chief to enter into a Purchase Agreement with Ready Rebound to establish and implement a network-based system for the management of treatment of orthopedic injuries.

Currently, when SVFD personnel suffer from orthopedic injuries they are off the job for up to 9 months (6 months disability leave and 3 months light duty). This comes at a great cost for both personnel and SVFD. The WA L&I system is quite cumbersome with patient navigation and all too often the injured Firefighter is the one that suffers the most from the unreasonably slow timeframes of treatment.

Ready Rebound's innovative solutions will add value to the job for SVFD employees through implementation of programs targeting job preparation and recovery as well as provide resources and initiatives that support an improved process of management and prevention of injury. Ready Rebound's research and clinical expertise will create integrated single-source service solutions for SVFD that will help reduce injury-related costs, streamline the management of injury treatment and rehabilitation, and lead to the implementation of a sustainable and efficient evidence-based health, fitness, and performance programming.

Commissioner Burch called for a motion to adopt the Ready Rebound Purchasing Agreement. It was so moved by Commissioner Anderson and seconded by Commissioner Kester. Commentary ensued. Commissioner Burch called for the question, and the motion passed unanimously.

ADMINISTRATION REMARKS:

Deputy Chief Rogers reported that our agency experienced a major event this past week, and on behalf of Fire Chief Frank Soto Jr., expressed sincere thanks and gratitude to our members, L876 and 3701 for coming together as a family. Also, a special thank you to Chaplain Aaron McNally and Stephanie Thoet for facilitating the support of our membership and Captain Ben Riddle for ensuring the other family is taken care of and his point of contact efforts. He asked to keep our SVFD family in their thoughts and prayers.

PUBLIC COMMENT:

John Sisser addressed the Board regarding the Primary Levy Lid-Lift.



COMMISSIONER COMMENTS:

The Commissioners made the following comments:

- Facilities and Apparatus projects moving forward as planned.
- Announced two carriers will join SVFD starting August 1, 2022.
- Contact Fire Chief Frank Soto Jr. for any questions or clarification regarding the Levy Lid-Lift.
- Summer Safety public education is in full swing.
- Today two young ladies gathered to meet the responders who rescued them from severe car accident that occurred one year ago. They were thankful for the opportunity to express their gratitude to the responders for saving their lives. – Beautiful moment!
- Life Scan Wellness Centers will conduct annual physicals starting September.
- 2019-2020 Financial Audit is complete and reported no findings were noted.
- HR Director hiring process has started with the hopes a January 1 start date.
- With the extreme temperature forecasts see the website for Burn Ban Information, Hydrate and don't forget about your pets.

EXECUTIVE SESSION:

Commissioner Burch announced they Board would forego the Executive Session as it was not needed.

ANNOUNCEMENT:

Commissioner Burch announced the next Regular Meeting will occur Monday, August 8, 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 submit your comment and view the meeting; all comments must be received in writing by 2:30 p.m. prior to the start of the meeting.

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 Guarisco adjourned the meeting at 4:35 p.m.

Patrick Burch

Patrick Burch (Aug 17, 2022 21:16 PDT)

Patrick Burch, Board Chair
Board of Fire Commissioners

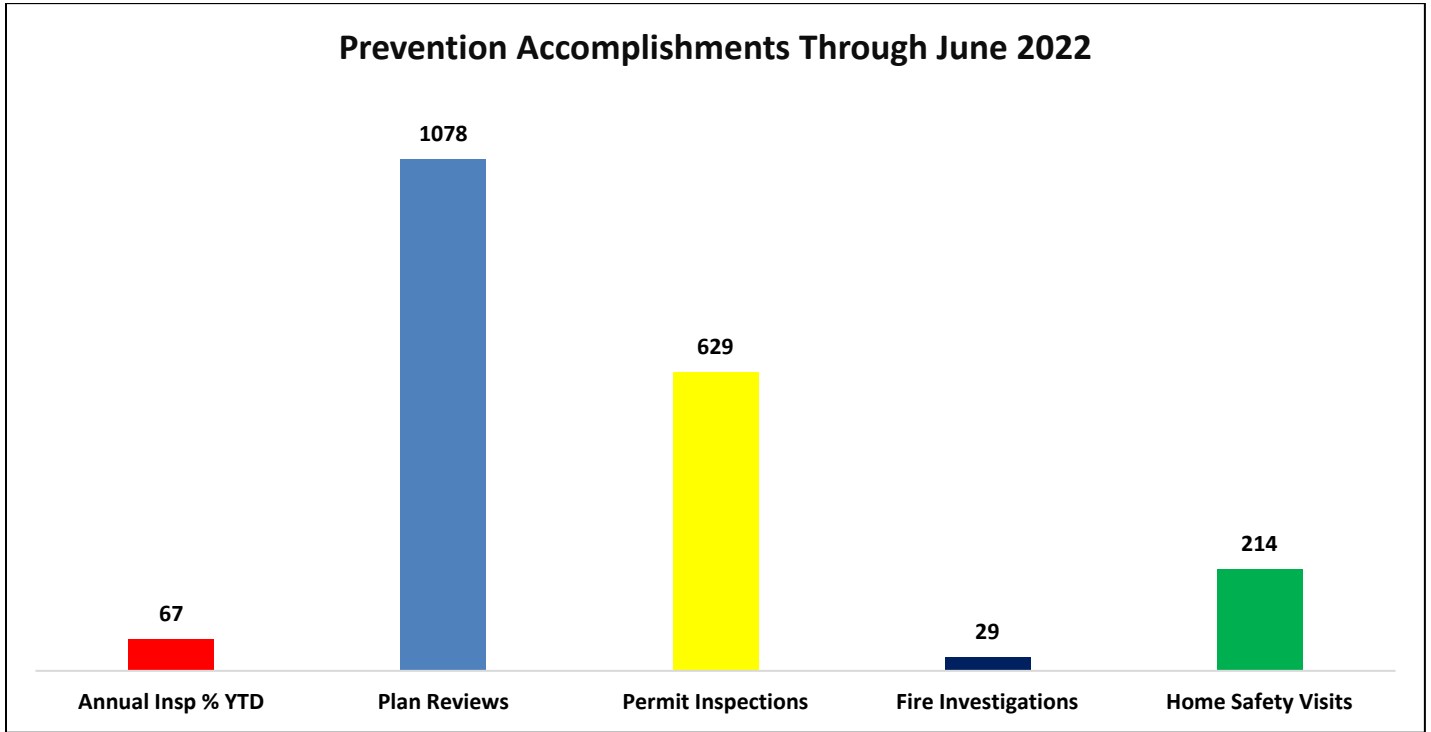
Prevention Staff Report Quarterly Report

1. Attached is a stats report of items completed through the end of June by the Prevention Division. The report reflects that we are ahead of where we should be to meet our goals for 2022.
2. CRR B-Plan: The CRR field survey report, *Voices from the Field*, was published and distributed to all personnel, with a copy to each station.
3. Fire Inspection 360 is a new software suite which will be used by the Prevention Division for inspections and permit processing. This project has begun, and we hope to start utilizing the new software for annual inspections in August. Currently we are reviewing and downloading all required data.
4. The Prevention Division has received and approved a mutual aid agreement for fire investigations with Spokane County Fire District 8.
5. Collaboration for the WUI Awareness Month Campaign took place in April and May. Videos highlighting and explaining aspects of the WUI Awareness/Mitigation and Residential Burning were conducted during May 2022.
6. Thermal Fuse/Firebreak Pilot Program was finalized and launched on July 1. In partnership with MultiCare Valley Hospital and as part of the FEMA FP&S grant, 500 thermal fuse kits are available through the hospital and SVFD crews for installation in home oxygen systems for those residents at risk of fire (i.e., smokers).
7. Grab bars were purchased in April. Initial referrals were gathered during the May Smoke Alarm Blitz. Program development is underway with MultiCare Valley and Deaconess Hospitals, SNAP, and ALTCEW's Community Connections.
8. Spring Smoke Alarm Blitz occurred on May 12. Of the 126 homes targeted, crews were able to enter 54 homes (approx. 43%). A total of 102 smoke alarm were installed. There also appears to be multiple requests for grab bars. In addition, the command post had several people/groups come by, express interest, and take information to make contact and request a visit in the future. The oldest smoke alarm that was removed was manufactured in 1969!
9. 2Q Education and Professional Development:
 - DC Rogers and CRRS Kuser presented the SVFD Virtual Apartment Managers Safety Class to King County Fire and Life Safety Association members.
 - DFM Anderson, AFM Clifford, and CRRS Kuser delivered a CRR presentations to the 2022-1 recruit class.
 - CRRS Kuser and DC Rogers attended the CRR Leadership Conference in Canada.
10. IROL (Inspection Reports On Line) Intern started the internship with an anticipated project end date of July 21, 2022. This project's goal is to resolve all previously noted deficiencies through communicating and following up with individual businesses and commercial property owners by phone, email, or in person. Over 280 non-critical deficiencies will have been cleared by the end of this project.

Prevention Staff Report Through June 2022

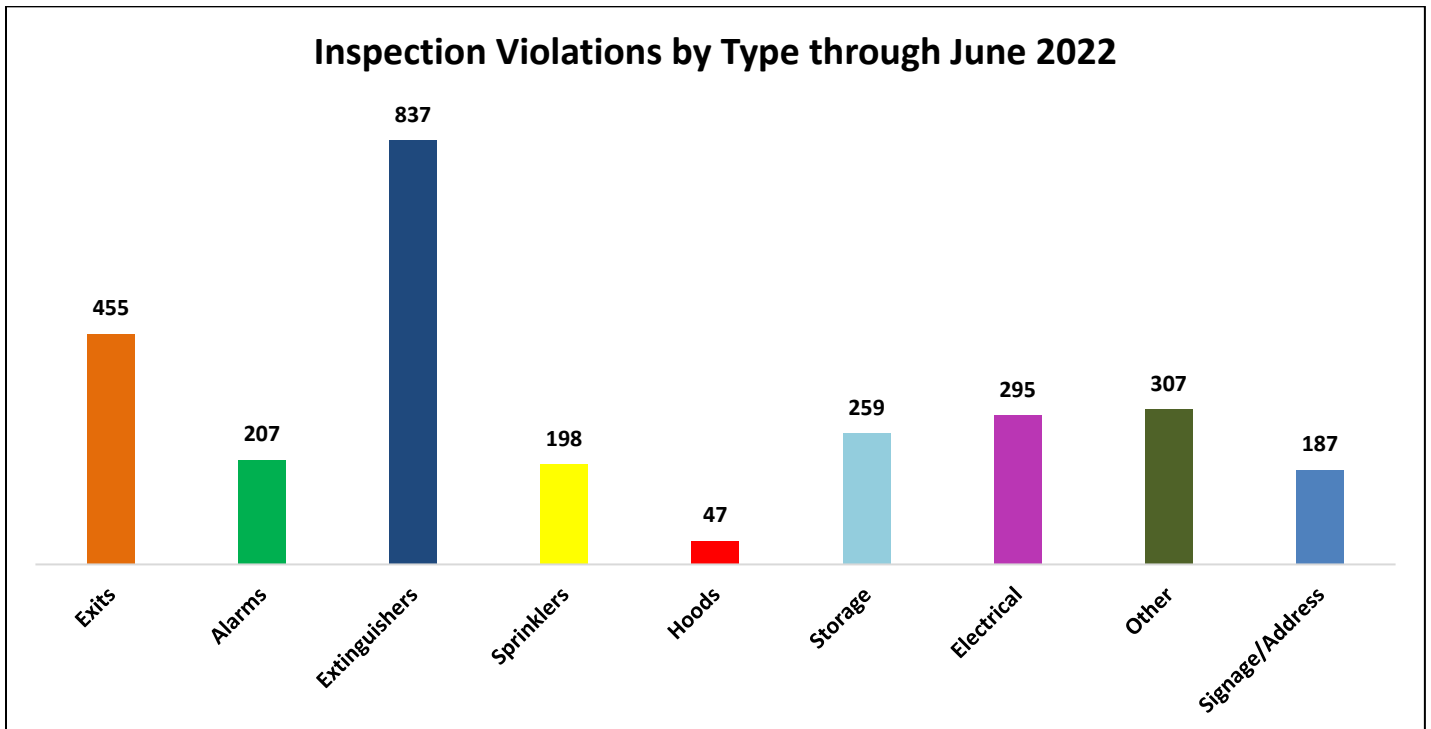
Prevention Accomplishments

As we look forward to implementing Fire Inspection 360 software, Inspectors continue to utilize First Due for annual inspections at this time. We have temporarily resumed use of FDM for permits and permit inspections until we can make the transition.



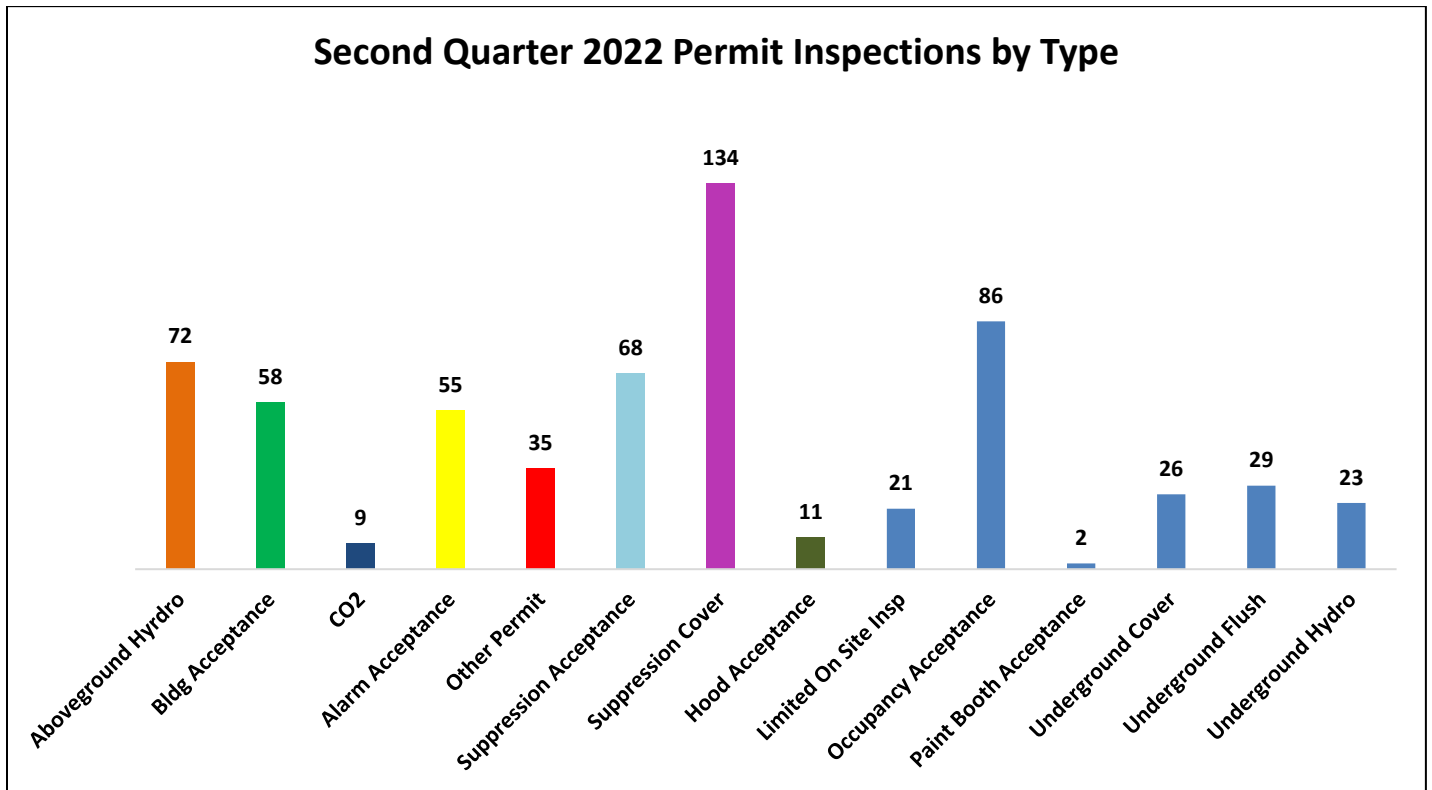
Inspection Violations by type

A total of 2,767 violations were noted on annual inspections during the second quarter of 2022.



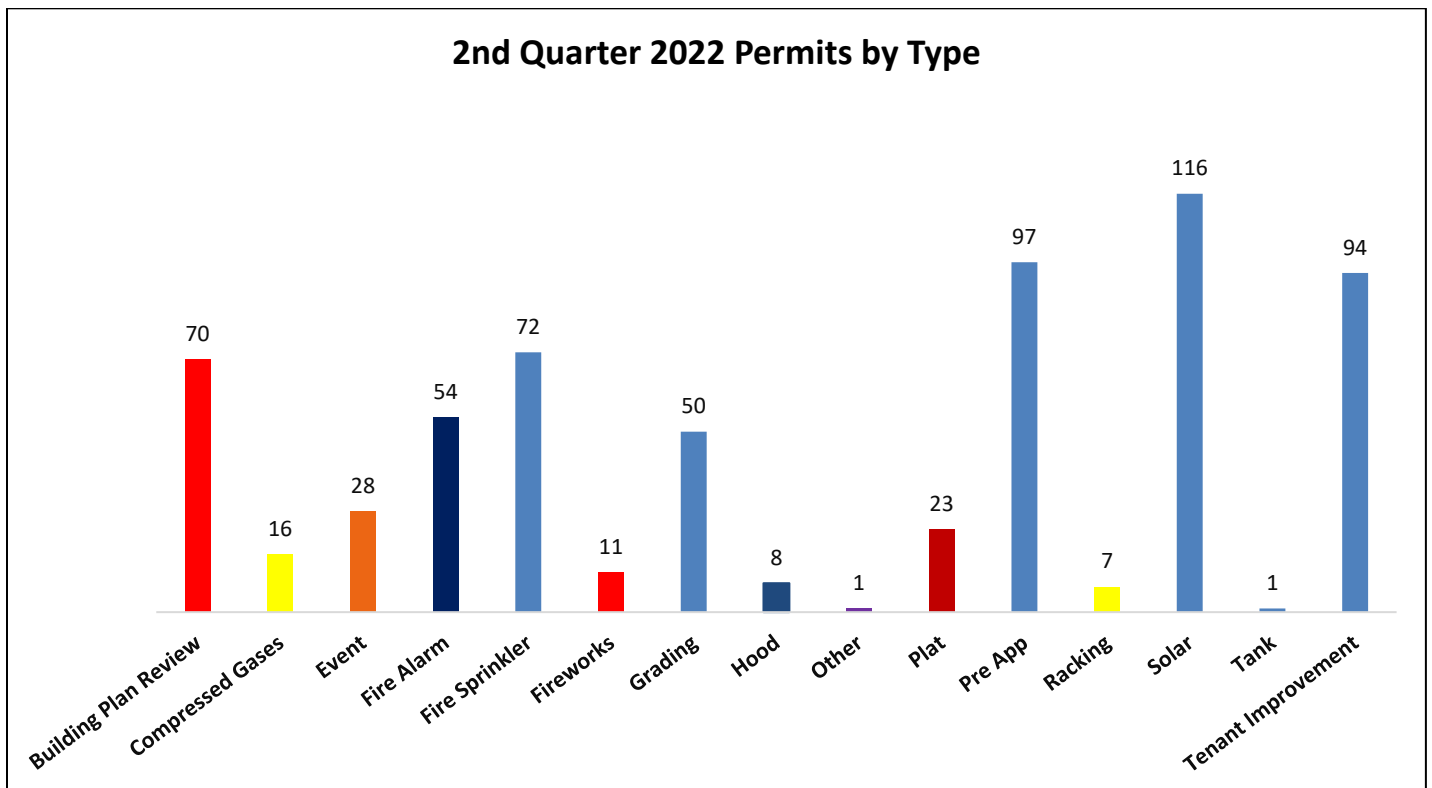
Permit Inspections by Type

A total of 629 permit inspections were completed through June 2022. This is up from 479 completed during the same period last year.



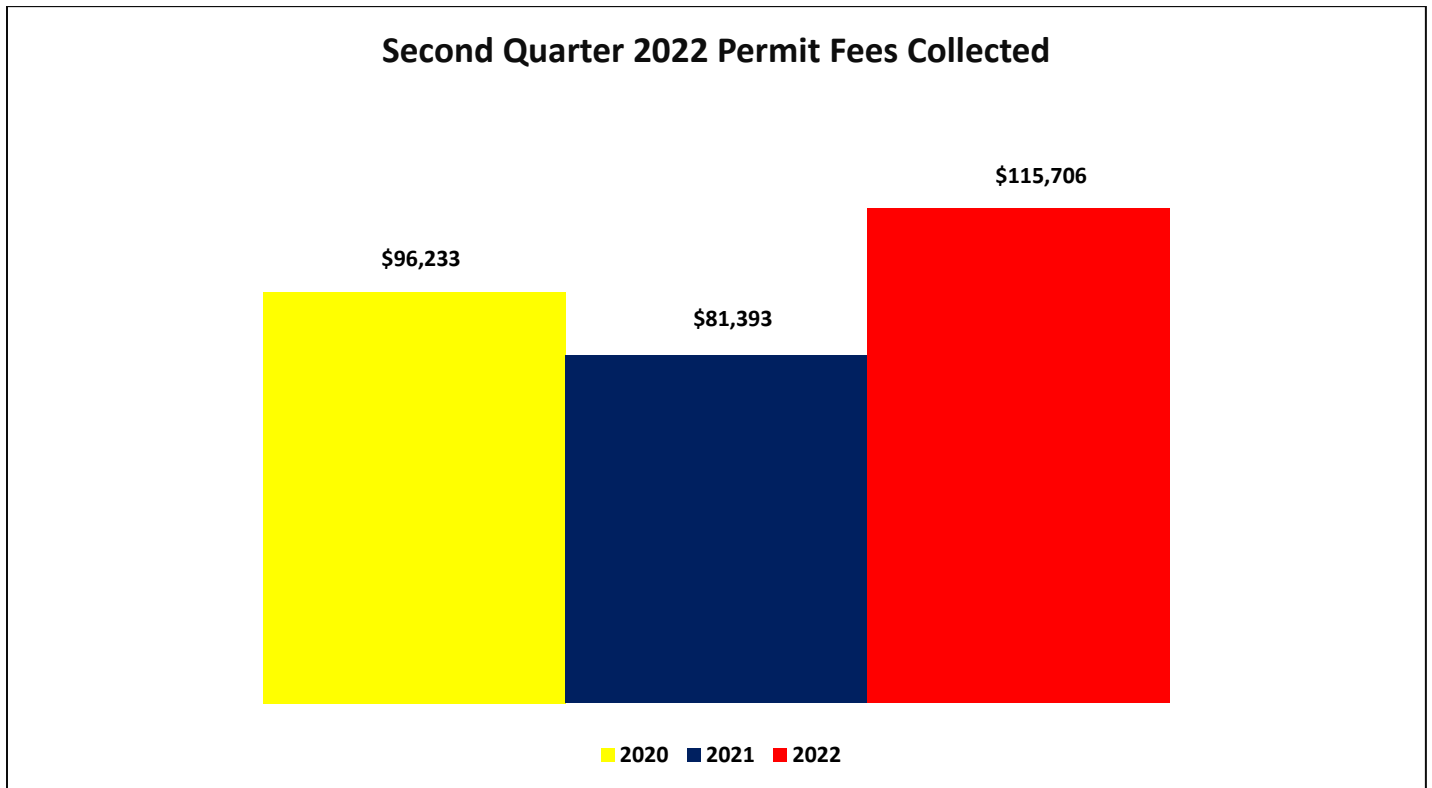
Permits by Type

A total of 648 permits were received through June 2022. Plan reviewers continue to be extremely busy as construction increases in the warmer months.



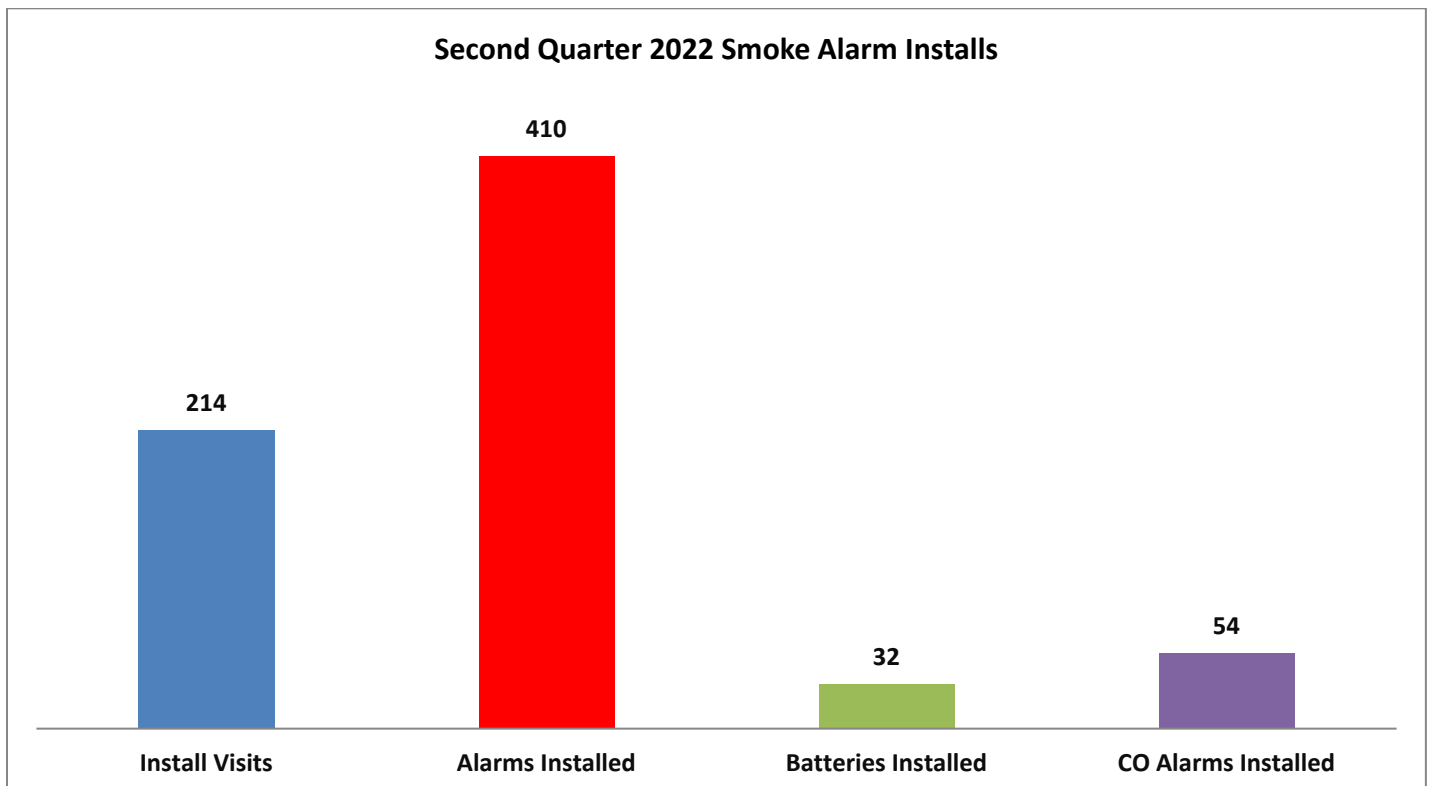
Permit Fees Collected

A total of \$115,706 in permit fees have been collected through June 2022. SVFD has taken over handling life safety permits for Spokane Valley and Liberty Lake internally.



Smoke Alarm Installs

SVFD conducted a smoke alarm blitz in May. This was the first blitz we were able to do since 2019 due to Covid restrictions.





Board of Fire Commissioners Meeting:

Date July 2022

To: SVFD Board of Fire Commissioners

By: Julie Happy, Community Affairs

RE: Quarterly Report

1) **New Media Manager**, Patrick Erickson has joined the Community Affairs team. I have high expectations for the quality we will see coming from him. He is professionally recognized throughout the community, and I am honored he chose to come work with us here at SVFD. I personally want to thank Captain Scott Crawford and Firefighter Rick Freier for their hard work and efforts in the interim. They will be missed by me.

2) **Website Report:**

Overall, we are seeing an increase in users and new users over the past quarter. Normally, when we see an increase in new users there would also be a correlating increase in bounce rate, but with this current spike, we're seeing a decrease in bounce rate and an increase in returning users, which is good to see.

Top pages continue to be:

- Home page
- Incident response
- Join SVFD
- New users are up 9.1%
 - May and June saw 8,600 new users on the site

3) June 14 Firefighter and Paramedic, RW Pegau was on a panel regarding "Falls" incidents. This was a 3-day workshop in collaboration other agency partners regarding Falls Prevention. We attended and put together an interview and video with all the participants and shared the public safety messages on all our social media channels. I continue to be amazed at the quality of professionals that represent the SVFD.

4) Our summer communication plan is ongoing with messages centered around EMS, fire, heat, and water safety.

5) Of note on Facebook:

- Followers have increased by 1,000.
- Top performing post of all time, Chief Frank Soto's combat challenge. As of July 21, the post has performed as follows:
 - 9,884 Impressions (number of times post was on screen)
 - 9,656 Post Reach (number of people who saw the post at least one time or more)

- 22,016 Post Engagement (number of times people engaged with the post through reactions, comments, shares, views, clicks)
- It has been shared 722 times
- 3.5k people have liked the post
- It has 151K views

6) Facebook

- reach over the last 90 days, 518,869 up 148%
- engagement is up 15.6% or 21.1K

7) Facebook Benchmarking analytics – page likes:

- SCSO 29.8K
- Spokane Fire 20.1K
- SVFD 10.3K
- City of Spokane Valley 4.2K

8) My goal is still to grow YouTube. With Patrick here, I think this can happen.

9) **Live Commissioner Meetings** May through July (show the following analytics:

- **May 9, June 27 & July 11 – FB did not stream.**
- **June 13**
 - 529 People Reached
 - 593 Post Impressions
 - 177 Post Engagement
- **May 23**
 - 547 People Reached
 - 618 Post Impressions
 - 112 Post Engagement

10) Open House is scheduled for Saturday, October 1, 10 a.m. to 2 p.m.