



**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**2120 N WILBUR RD, SPOKANE VALLEY, WA 99206**

**AUGUST 22, 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:**

All commissioners were present. Others attending the meeting were Fire Chief Frank Soto, Jr., Nicole Castilliano (recorder), Deputy Chiefs Zack Bond, Tom Hatley, and Greg Rogers; Directors Angela Golden, Tina Sheldon (Interim), Joseph Yacker and Julie Happy; Deputy Fire Marshal Brett Anderson, Division Chiefs Dave Baird and Carl Cantrell, Battalion Chiefs Brian Treffry, Don Kresse and Matt Jorgenson ; Captains Jesse McCabe, Michael Patterson, Daniel Pooley, Joshua Ptak and Adam Silsby; Engineers David Sanchez and Max Clutter, Firefighter Jeff Smetzler, IS Analyst Scott Keith, IS Specialist Joshua Herrera, and friends and family of those honored in the special presentation.

**SPECIAL PRESENTATION**

Commissioner Burch called for a motion to move the Badge Pinning Ceremony to the end of the agenda. It was so moved by Commissioner Guarisco and seconded by Commissioner Asmus. With no further discussion the motion carried unanimously.

**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:
  - a. Board meeting 08/08/22
2. Approval of Vouchers:
  - a. Vouchers processed 08/03/22
    - 38 vouchers in the amount of \$104,102.74



- 39 EFTs in the amount of \$109,485.23
- Premera Wire Transfers \$110,852.49 and \$86.74
- b. Vouchers processed 08/10/22
  - 19 vouchers in the amount of \$70,697.17
  - 23 EFTs in the amount of \$152,260.16
  - Premera Wire Transfers in the amount of \$85,805.81 and \$2,336.62
- c. Vouchers processed 08/15/22
  - 7 vouchers in the amount of \$3,804.21
  - 21 EFTs in the amount of \$868,178.96
- 3. Approval of Travel:
  - a. Waterous Mechanics Seminar, Sept 12-15, Caudill
  - b. National Fire Academy, Nov 27-Dec 09, Treffry
- 4. Approval of Meetings:
  - a. 2022-1 Recruit Graduation, August 31 at 4:00 p.m.

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.

**PUBLIC COMMENT:**

None.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

1. Multi-Media Specialist Job Description

Community Affairs Director Happy recommended the Board approve the updates to the job descriptions of Social Media Specialist to change the Title to Multi-Media Specialist. In April of 2022, we requested a separate job description for Social Media Specialist and announced the open position through Civil Service. Considering the lack of qualified candidates who applied, and appeal to the talent she would like to attract she suggested retitling the job description

Commissioner Burch called for a motion to approve the job description title change from Social Media Specialist to Multi-Media Specialist as presented. It was so moved by Commissioner



Guarisco and seconded by Commissioner Anderson. With no further discussion the motion passed unanimously.

## 2. Resolution 2022-520 Declaring Property Surplus

Deputy Chief Tom Hatley recommended the surplus of the 1998 Pierce Fire Engine identified in Resolution 2022-520 as it has exceeded its service life with Spokane Valley Fire Department and retention of such apparatus is no longer necessary. Staff discussed options of how best to support our community and concluded transferring said apparatus to the Spokane Community College Fire Science Program would benefit Spokane Valley Fire Department assisting our recruiting efforts for trained personnel. Spokane Community Colleges intends to use the apparatus to enhance fire and life safety training and education in our community.

Commissioner Burch called for a motion to authorize staff to proceed with the transfer of the 1998 Pierce Fire Engine to the Spokane Community College Fire Science Program. It was so moved by Commissioner Anderson and seconded by Commissioner Kester. With no further discussion the motion passed unanimously.

## 3. 2022 Mid-Year Goals

Fire Chief Frank Soto Jr stated the Board was provided the 2022 Mid-Year Goals in addition to their board meeting packet. There were no questions from the Board on this agenda item.

### **ADMINISTRATION REMARKS:**

None.

### **COMMISSIONER COMMENTS:**

The Commissioners made the following comments:

- facility projects and apparatus maintenance are ongoing per usual.
- Two new Curriers have joined SVFD; Tom Mustard and Aaron McNally.
- Liberty Lake Car Show - Fire Engine Red Jeep Willy won the Commissioners Award presented by Commissioner Asmus.



## **SPECIAL PRESENTATION:**

### 1. Badge Pinning Ceremony

Fire Chief Frank Soto Jr. presented badges and bugles to the following members:

- Matt Jorgensen promoted to Battalion Chief and was pinned by his wife Shannon.
- Jesse McCabe promoted to Captain and was pinned by Fire Chief Frank Soto, Jr.
- Adam Silsby promoted to Captain and was pinned by his father.
- Daniel Pooley promoted to Captain and was pinned by Shawn and daughter Isabelle.
- Michael Patterson promoted to Captain and was pinned by his wife Amelia and sons Caleb and Logan.
- Joshua Ptak promoted to Captain and was pinned by his wife Brittany and daughter Raegan.

All in attendance offered their congratulations.

## **ANNOUNCEMENT:**

Commissioner Burch announced the next Regular Meeting will occur Monday, September 12, 2022 at 4:00 p.m. at the Administration Building (2120 N. Wilbur Road). If you cannot attend in person visit [www.spokanevalleyfire.com](http://www.spokanevalleyfire.com) to submit your comment and/or view the meeting; all comments must be received in writing by 2:30 p.m. prior to the start of the meeting.

## **EXECUTIVE SESSION**

Commissioner Burch announced pursuant to RCW 42.30.140(4)(b) relating to that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance, or mediation proceeding, or reviewing the proposals made in negotiations, or proceedings while in progress. The duration of the executive session is 10 minutes with no decision made.

At 4:24 p.m. the Board adjourned into the executive session.

At 4:34 p.m. it was announced the executive session was extended by two minutes.



At 4:36 p.m. it was announced the executive session was extended by two minutes.

At 4:38 p.m. the Board reconvened the public meeting.

Commissioner Burch called for a motion to adjourn the meeting. It was so moved by Commissioner Anderson and seconded by Commissioner Guarisco. The motion carried and Commissioner Burch adjourned the meeting at 4:39 p.m.

*Patrick W Burch*

[Patrick W Burch \(Sep 27, 2022 09:47 PDT\)](#)

Patrick Burch, Board Chair  
Board of Fire Commissioners