BOARD OF FIRE COMMISSIONERS REGULAR MEETING
2120 N WILBUR RD, SPOKANE VALLEY, WA 99206
MARCH 13, 2023, at 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 in attendance in the Pledge of Allegiance.

ROLL CALL:
All Commissioners and Fire Chief Frank Soto, Jr. were in attendance. Others attending the meeting were Deputy Chiefs Zack Bond and Tom Hatley; Directors Joseph Yacker, Angela Golden, Julie Happy, and Andreia Cuevas; Deputy Fire Marshal Brett Anderson; Division Chiefs Dave Baird, Jeff Bordwell, and John Leavell, Battalion Chief Sean Barrett; Engineers Jeffrey Caldwell and John Nelson; Firefighters Ian Sutherland and Scott Niebuhr, Multimedia Specialist Dakota Sinchak, Media Manager Patrick Erickson, Guest of Honor Mrs. Kathryn (Kate) Marvin and Family, Mr. Wilcox and Spouse, Deanne and Mitch Burch, and Nicole Castilliano (recorder).

SPECIAL PRESENTATION
Commissioner Burch welcomed the audience and motioned to move the agenda item Special Presentation to the end of the agenda. It was seconded by Commissioner Guarisco, and the motion carried.

DEPARTMENT REPORTS

1. February 2023 Response Totals
Deputy Chief Bond presented the January 2023 Response Totals report (attached).

2. February 2023 Finance Report
Finance Director Golden presented the January 2023 Finance report (attached).

PUBLIC COMMENT
None.
CONSENT 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.


2. Approval of Vouchers processed 02/14/23 – 03/06/23 with 84 Vouchers in the amount of $297,966.99; 151 EFTs in the amount of $2,364,032.26; 6 Premera Wire Transfers in the amount of $342,599.65; and February Payroll in the amount of $1,564,755.79.

Commissioner Burch called for a motion to approve the Consent Agenda as presented. It was so moved by Commissioner Anderson, seconded by Commissioner Kester, and the motion carried unanimously.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

1. Resolution 2023-530 Waiving Competitive Bidding (PPE)

Division Chief Baird addressed the Board noting that waiving the competitive bid requirement would reduce current build time and lock in current pricing until April 1, 2028. In addition, Globe is the only PPE brand that meets SVFD's requirements based on our risk assessment.

Commissioner Burch called for a motion to approve Resolution 2023-530 waiving the competitive bid requirement for PPE. It was so moved by Commissioner Guarisco, seconded by Commissioner Anderson, and the motion carried unanimously.

2. Board Policy #017 Revision

Finance Director Golden presented a minor change to Board Policy #017 allowing the purchase of travel insurance if it is deemed necessary.

Commissioner Burch recommended foregoing a second reading and moving forward with approval. It was so moved by Commissioner Anderson, seconded by Guarisco, and the motion carried unanimously.

Commissioner Guarisco then moved to approve the revisions to Board Policy #107. Commissioner Asmus seconded, and the motion carried unanimously.

3. Resolution 2023-531 Budget Revision (ARP Grant)

Chief Hatley presented Resolution 2023-531 revising the budget to adjust for funds from the American Rescue Plan (ARP) grant.
Commissioner Guarisco then moved to approve Resolution 2023-531. Commissioner Kester seconded, and the motion carried unanimously.

ADMINISTRATION REMARKS:

None.

LOCALS 876 & 3701 REMARKS:

None.

COMMISSIONER REMARKS/REPORTS:

The Commissioners commented on the following topics:

- Facility projects, apparatus maintenance, and fleet purchases continue as planned. The new Mechanic and Facilities Maintenance Technician will both be starting this month. The grand opening of the new shop is scheduled for March 19. The final design of the new training center is currently in progress.

- Public education and social media efforts continue including information surrounding lithium-ion batteries and plans for Wildland Fire Awareness Month in May.

- Commissioner Guarisco thanked the crew of Engine 3 (Engineer Kirk Kiefer, Engineer Bryan Bucher, and Firefighter Kerry Nyhuis) who recently responded to and provided care for his wife.

- Commissioner Burch reminded the Board of their upcoming PDC filing due in April.

- The start time of the May 8 meeting will be 4:30 p.m., 30 minutes later than the regular start time of 4:00 p.m., due to a conflict with a meeting of the Wellness Group. Approval for this will be placed on a future consent agenda.

- Commissioner Burch recognized CRR Specialist Caroline Kusher for her presentation at the recent Spokane County Fire Commissioners Association meeting. He also thanked DFM Brett Anderson for his assistance.

- Commissioner Burch stated that he attended the Legislative Day in February, and he thanked Chief Rash and Commissioner Bowling from Spokane County Fire District 8 for allowing him to accompany them. He also noted information presented there regarding lithium-ion batteries.

- Commissioner Burch then referenced topics from the recent Center for Public Safety Excellence (CPSE) conference including strategic planning, accreditation, and leadership, as well as many others.
• Commissioner Burch thanked the citizens of the community for supporting SVFD's recent replacement levy. He also thanked members of SVFD and Unions 876 and 3701 for their efforts.

ANNOUNCEMENT:
Commissioner Burch announced the next regular meeting is Monday, March 27, 2023, at 4:00 p.m. at the Administration Building (2120 N. Wilbur Road).

SPECIAL PRESENTATION
1. Citizen Life Saving Award Presentation

Fire Chief Frank Soto, Jr. invited Engineers Jeff Caldwell and John Nelson, Firefighters Ian Sutherland and Scott Niebuhr, Kathryn Marvin, and Mr. Wilcox to come forward. Battalion Chief Sean Barrett then provided details regarding a recent call with Ladder 10, Engine 5, and himself. They arrived on scene to find AMR with a bystander administering CPR. Crews immediately began pit crew CPR and regained spontaneous circulation. He stated this was a cumulative effort of multiple agencies. He credited Kathryn Marvin for her early recognition and lifesaving CPR efforts in saving Mr. Wilcox.

Fire Chief Frank Soto, Jr. then addressed attendees and stated that in 2022 SVFD was recognized for having the highest survival rate nationwide following cardiac arrest. Statistically, there is less than a three percent chance of survival following a cardiac arrest event.

Engineer Caldwell presented Kathryn Marvin with a Citizen Life Saving Award. Mr. Wilcox thanked everyone involved. Commissioner Burch also thanked those involved.

ADJOURNMENT:
Commissioner Burch called for a motion to adjourn the meeting. It was so moved by Commissioner Guarisco and seconded by Commissioner Kester. The motion carried unanimously, and Commissioner Burch adjourned the meeting at 4:33 p.m.

Patrick Burch
Board Chair
Board of Fire Commissioners

MARCH 13, 2023
BOARD OF FIRE COMMISSIONERS REGULAR MEETING