

**SPOKANE VALLEY  
FIRE  
DEPARTMENT**

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**REGULAR COMMISSIONERS MEETING**

**January 4, 2010**

**4:00 P.M.**

**Minutes**

**CALL TO ORDER:**

Chairman Bill Anderson called the meeting to order at 4:00 p.m.

**PLEDGE OF ALLEGIANCE:**

Battalion Chief Randy Olson led the Board and those attending in the Pledge of Allegiance.

**ROLL CALL:**

Chairman Anderson reported that all Commissioners were present. Chief Thompson, Deputy Chief Hail, Human Resources Director Biladeau, and Administrative Director Cox represented Administration.

**PRESENTATION:**

Chairman Bill Anderson adjourned the meeting at 4:03 p.m. for the Promotion Ceremony for Assistant Fire Marshal Terry Thompson and Fire Inspector Greg Bennett. The meeting was called back into session at 4:17 p.m. by Chairman Bill Anderson.

**APPROVAL OF CONSENT AGENDA:**

Chairman Bill Anderson stated the consent agenda included:

1. Approval of Minutes: December 21, 2009

Commissioner Schmidt made a motion to approve the consent agenda. Commissioner Dawson seconded. Motion carried.

**IN THE NEWS:**

**1. Morning Fire Guts Iconic Cliff House**

Chief Thompson noted that the Commissioners had been briefed the day after the Arbor Crest fire. No one was injured at the fire although the crews were working in difficult, icy conditions. In addition, there were other issues including water supply and a gate house obstructing access. An After Action Report and meeting will be scheduled in the next few weeks.

**2. In Brief: Council Swearing-in to be Wednesday**

A Spokesman-Review article outlining the blanket drive held by SVFD and Jennifer's Auto Sales was available for review.

**3. Collapsed Ceiling Prompts Call for Firefighters**

Chief Thompson discussed a recent incident where the ceiling fell on a person inside their home. The estimated weight of the plaster board was 544 pounds but fortunately the resident was not injured.

**CORRESPONDENCE:**

**1. Thank-You Note from Ron and Pat Miller**

Chief Thompson stated that a thank-you note was received from Ron and Pat Miller regarding a recent incident. The Millers were very appreciative to Engine 6; Captain John Leavell, Engineer Monte Strawn and Firefighter Kip Krogh.

**ADMINISTRATION REMARKS:**

**1. Budget**

Chief Thompson provided booklets showing the final 2009 budget numbers. Financial Advisor Ron Kirkwood inadvertently left out the section on Personnel and Personnel costs. The missing section can be provided to the Commissioners at the next meeting. The Department's total expended amount for 2009 was 96.2%, which is 3.8% under budget.

**2. Run Stats – 2009**

Chief Thompson stated that calls for 2009 were down 5.53% over 2008. This is a difference of about 641 calls. The City of Spokane Valley was down the most, The City of Liberty Lake saw an increase of 1.4%, The City of Millwood was up a little over 5%, and the unincorporated areas were down 5.7%.

**3. Permits – Station 10**

Deputy Chief Rider said there is still a possibility that the Department will receive a station construction grant from FEMA. However, he stated that it is after the first of the year, three-quarters of the money has already been awarded and there have been delays dispersing the funds. There is no way to know how long it will take to award the remaining 25% or if the Department is still being considered. Deputy Chief Rider asked

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the Board's permission to move forward with the project and utilize some of the money budgeted. There are funds in the budget for the Avista Service Agreement which will cost approximately \$10,000. If the FEMA grant comes through, we would not get this money back. Chief Rider would also like permission to take the plans to permit. The Station 10 construction will go to bid on February 16, 2010. The bids will be opened at a special meeting three weeks later on March 8, 2010. A special meeting will be held one week later to award the bid. The Commissioners agreed to move forward with the Station 10 construction process.

The architect will attend the January 19, 2010 Commissioner's meeting with new drawings for the Administration Building to approve the amended roof design. The building was originally designed with a flat roof on two wings with a pitched roof in the middle. After the snowfall and roof issues last winter, the plans were amended to eliminate the flat roof. In addition to the issue of snow load, the roof top units used on flat buildings are less efficient than the internal units used in a pitched roof building.

**4. Goals and Objectives**

Chief Thompson provided the Commissioners with the 2010 Goals and Objectives by area of responsibility. The Commissioners can contact the individuals or the Chief with any questions. The 2009 accomplishments will be highlighted at the next Commissioner's Meeting.

**5. L&I**

Human Resources Director Valerie Biladeau stated that the 2010 L&I rate increase for Administrative/Clerical/Office is 7.92%, Firefighters 14.3%, and Mechanics 10.53%. The Department budgeted for a 7.5% increase. The rates were not received from L&L until after the 2010 budget had been approved. Chief Thompson does not anticipate that adjustments will have to be made, but will continue to keep track of it on a month to month basis.

**6. 3<sup>rd</sup> Fire Behavior and Fuels Conference**

The International Association of Wildland Fire will be hosting their conference in Spokane October 25, 2010 through October 29, 2010. Chief Holloway from District 3, Chief Millsap from the Spokane International Airport Fire Department and Chief Thompson met with representatives from this organization to discuss the value of holding the conference in Spokane.

**Unfinished Business:**

None

**New Business:**

**1. Board Elections (Chair)**

Commissioner Ron Schmidt motioned for Commissioner Bill Anderson to remain Chairman for 2010. Commissioner Nesbitt seconded. The motion carried.

Commissioner Joe Dawson motioned for Commissioner Monte Nesbitt to remain Vice-Chairman for 2010. Commissioner Kolby Hanson seconded. The motion carried.

**2. Resolution 2010-331 Appointment Small Works Roster Procedure and The Limited Public Works Projects Procedure**

Deputy Chief Rider explained that due to changes in statute, Resolution 2001-191 needs to be updated. Amounts less than \$20,000 require no quotes. Bids less than \$35,000 require three quotes and amounts over \$35,000 require five quotes. The resolution also states that companies will remain on the roster for a period of two years. Deputy Chief Rider will place an ad for Call for Bids in the newspaper. Commissioner Dawson motioned to approve Resolution 2010-331. Commissioner Schmidt seconded. The motion carried.

**PUBLIC COMMENT:**

None

**ANNOUNCEMENT:**

The next regular Board of Fire Commissioners meeting will be held on Tuesday, January 19, 2010, at 4 p.m. at Station 8. The Date Change is due to the Martin Luther King, Jr. Holiday on January 18, 2010.

**EXECUTIVE SESSION:**

None

**ADJOURNMENT:**

The meeting was adjourned at 4:40 p.m.

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Bill Anderson  
Chairman  
Board of Fire Commissioners

BA/mdr