



10319 EAST SPRAGUE AVE. • SPOKANE VALLEY, WA 99206-3627 • (509) 928-1700 • FAX (509) 892-4125
www.spokanevalleyfire.com

REGULAR COMMISSIONERS MEETING

June 21, 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:

Civil Service Chairman Jerry Lane led the Board and those attending in the Pledge of Allegiance.

ROLL CALL:

Commissioners Anderson, Dawson, Schmidt, and Nesbitt were present. Commissioner Hanson arrived at 4:04 p.m. Chief Mike Thompson, Deputy Chief Andy Hail, Human Resources Director Valerie Biladeau, and Administrative Director Debbie Cox represented Administration.

PRESENTATION:

Chairman Bill Anderson presented a service award to Jerry Lane in recognition of his years of service and dedication as a Civil Service Commissioner for the Spokane Valley Fire Department from 2004 to 2010.

APPROVAL OF CONSENT AGENDA:

Chairman Bill Anderson stated the consent agenda included:

1. Approval of Minutes: June 7, 2010
2. Approval of Vouchers #230634 – 230739 in the total amount of \$339,763.63

Commissioner Dawson moved to amend the June 7, 2010, minutes to reflect that Commissioner Hanson called to advise of his absence from the Commissioner's Meeting and that his absence was approved. Commissioner Nesbitt seconded. Motion carried.

IN THE NEWS:

1. Welding Sparks Blamed in Fire

Chief Thompson said this fire occurred near University and 21st Street on Tuesday, June 9, 2010. Chief Thompson spoke with the homeowner who believed that he would be arrested and have to pay restitution. He had cancelled his homeowners insurance to pay for his wife's cancer treatment. His wife passed away in February. The Spokane Valley Firefighters' Benevolent Association is assisting him.

CORRESPONDENCE:

1. Thank You Note From YWCA

Chief Thompson said that Administrative Director Cox had given the Commissioners a summary of this program at the last Commissioner's Meeting. New shoes were provided to thirteen homeless children through her Leadership Spokane Service Project and with assistance from the Spokane Valley Firefighters' Benevolent Association. The YWCA sent a thank you note to Administrative Director Cox in appreciation of this support.

ADMINISTRATION REMARKS:

1. Promotions/Retirement July 12, 2010

Chief Thompson said there will be a promotions and retirement ceremony at the upcoming July 12, 2010, Commissioner's Meeting. Engineer George Sly will be retiring and there have been several recent promotions.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. Loyalty Effect Committee

Chief Thompson said the Loyalty Effect Committee is seeking direction from the Commissioners on their recommendations. The committee and initiative was discussed at the Commissioner's Retreat on June 4, 2010. Several of the items do have costs associated with them. These items include the Community Action Team, naming and signage on fire stations, fire station open houses, change of logo on the apparatus doors, and a Community Affairs Officer. These items are not included in the 2010 budget. One item that was included

Fire Commissioner's Meeting
June 21, 2010
Page 3

in the 2010 budget was the update of the Department's website which has been put on hold pending the recommendations from this committee. The Board has several options including:

- Implement some or all of the recommendations that have budget implications in 2011.
- Direct the staff to reduce expenditures in the 2010 Budget to implement some or all of the recommendations.
- Fund some of the recommendations from the Board of Fire Commissioner's Contingency Fund.
- Eliminate some of the recommendations.

Commissioner Dawson said he sat on this committee. He said the Community Affairs Officer position will take some time to implement as the Department would need to finalize a job description and advertise for the position. The process could begin this year but would have to be included in the 2011 budget. This would probably be the costliest item.

Chief Thompson said the Community Action Team would be a group of people interested in coming in to host or be a part of a special community event. The costs associated would be the overtime costs to pay for those individuals. Commissioner Dawson said it will take some time to get a team together, but this could possibly be implemented by the end of the year. He said he is in favor of using funds from the Commissioner's Contingency to start the process of renaming the stations. A committee has been formed through the Loyalty Effect Committee to create the new names. Commissioner Nesbitt said some law enforcement personnel and citizens already refer to stations by name instead of number, and he would support funding some of the recommendations from the Commissioner's Contingency. Chief Thompson said the station name and lettering for Station 10 has been put on hold until a decision is made. The development of the Station 10 signage can be used as a template for the other stations. Commissioner Schmidt and Hanson agreed that the station naming and signage is important. Chairman Anderson said he is in favor of all recommendations. All agreed to move forward with the station signage and to address the other recommendations one by one. Most items will be discussed in conjunction with planning the 2011 budget.

Chief Thompson said this committee continues to be very active. They are currently working on plans for the new website and the Department's involvement with social media which may include Facebook and Twitter. These sites can be used to immediately notify the media of an incident.

2. Resolution 2010-337 Changing Board Meeting Dates

Chief Thompson said this resolution will change the Commissioner's Meeting dates to the second and fourth Mondays of the month. There seems to be an ongoing problem with holidays falling near the first of the month causing the meetings to be shifted to Tuesday. If approved, the next Commissioner's Meeting will be held on July 12, 2010. Commissioner

Fire Commissioner's Meeting
June 21, 2010
Page 4

Dawson moved to approve Resolution 2010-337 changing the regular scheduled monthly meetings of the Board of Fire Commissioners to the second and fourth Mondays of each month. Due to time constraints, he moved to waive the first reading of this policy change so that it becomes effective immediately. Commissioner Nesbitt seconded. The motion carried.

3. Resolution 2010-338 Restitution Account

Fire Marshal Kevin Miller said an account was established in 2006 to deposit the restitution money that comes from court mandated restitution for arson arrests. The account balance is approximately \$9,400.00. The Department is in need of a camera and tool set to outfit a fourth investigator at a cost of \$3,060.00. Commissioner Schmidt moved to approve Resolution 2010-338 that the expense fund's 2010 budget be amended to reflect an increase of resources in the amount of \$3,060.00 from the fund's "Public Education and Fire Investigations" designated unreserved fund balance account to support the purchase of camera equipment and tool set. Commissioner Hanson seconded. The motion carried.

4. Resolution 2010-339 Declaring Surplus

Chief Thompson said it is a requirement to declare some Department property as surplus so that it can be disposed of. Typically this resolution is presented on a quarterly basis. There is an attached list; most items on the list are property from the old Station 10. Commissioner Hanson moved to adopt Resolution 2010-339 declaring items on the attached list dated June 14, 2010, as surplus property that can be sold at auction or other. Commissioner Dawson seconded. The motion carried.

5. Forest Service Agreement

Deputy Chief Hail requested approval from the Board to enter into a fire protection assistance agreement with the Spokane District of the Bureau of Land Management. This agreement is similar to the existing agreement with the US Forest Service – Colville. The existing Colville agreement to be resigned this year does not provide for backfill compensation for personnel that have been deployed on a mobilization. These types of mobilizations would occur if a Type II Team is called out. The Department has three members that are part of the Type II Incident Management Team: Captain Sprague, Captain Crawford, and Engineer Miner. Nine additional names would be added to this agreement, primarily related to the Communications Trailer. There is a separate agreement with the Bureau of Land Management for deployment of the Communications Trailer. There are 200 acres of BLM property in the western part of the county near Fire District 3. Spokane Valley Fire Department would be the third agency responsible for responding to that 200 acres; this is a requirement of the agreement.

Fire Commissioner's Meeting
June 21, 2010
Page 5

Commissioner Dawson moved to approve authorizing the Fire Chief of the Spokane Valley Fire Department to enter into a fire protection assistance agreement with Spokane District of the Bureau of Land Management. Commissioner Hanson seconded. The motion carried.

PUBLIC COMMENT:

Commissioner Schmidt said that he spent several hours with the Wellness Committee last week. He believes the program is outstanding. Dr. Matthew Silvers presented an excellent class with the firefighters and office staff; he offered nine classes over three days. Chief Thompson suggested that Battalion Chief Foster-Dow, who is responsible for the Wellness Program, give the Commissioners a summary of the program at a future meeting.

Commissioner Schmidt gave a brief summary of his impressions of the recent City of Spokane Valley Council Meetings. He encouraged all to attend future meetings.

ANNOUNCEMENT:

Due to the approval of Resolution 2010-337, the next regular Board of Fire Commissioners meeting will be held on Monday, July 12, 2010, at 4:00 p.m. at Station 8. Regular Board Meetings will now be held on the second and fourth Mondays of the month.

ADJOURNMENT:

The meeting was adjourned at 4:35 p.m.

Bill Anderson
Chairman
Board of Fire Commissioners

BA/mdr