



**South Beach Regional Fire Authority, PO Box 1195, Westport, WA 98595**



**SPECIAL BOARD MEETING MINUTES for the purpose of**

**1. Chief's Contract**

**2. Part Time Hires**

**3. 2019 AFG Grant Acceptance**

**Thursday, September 24, 2020**

**SBRFA Training Center, 805 State Route 105 East, Westport, WA 98595**

**Zoom Meeting – Posted Information for the Public to attend**

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**Call Meeting to Order:**

The South Beach Regional Fire Authority Governance Special Board Meeting was called to order by Board Chairperson, Alfred Schroeder representing Commissioner District Four at 5:00 PM. The meeting was held in person and available on a zoom meeting platform which has been advertised on the SBRFA website. In attendance were the following Board Members: David McLellan representing Commissioner District Three, Tom Bearden representing Commissioner District Two, Bob Parnell, Vice-chairman, representing Commissioner District One, Sam Schlegel representing Commissioner District Five. Chief Dennis Benn, Chief Daryl Brown and Governance Board Secretary Diane McNett were present. Teresa Hart, Governance Board Secretary was absent.

Guest Attendees on Zoom: Ken Burnside

**Flag Salute:**

The Pledge of Allegiance was recited.

Chief Benn asked if the 2019 AFT Grant Acceptance could be discussed first.

**2019 AFG Grant Acceptance:**

Chief Daryl Brown stated we had been awarded the 2019 AFG Grant for Power Lifts in the amount of \$137,593.51. Our portion of the grant is \$6,879.68 and due to the time frame of acceptance, Chief Brown is requesting approval of expenditure. Tom Bearden made a motion to approve the expenditure of \$6,879.68 and to accept the federal grant. Motion seconded by Dave McLellan. Motion carried.

**Part Time Hires:**

Chief Benn stated that we have 3 employees currently out on sick leave. Chief would like to fill this void by having the approval of the board to fill this void as needed. Discussion followed with Dave McLellan making a motion to authorize the hiring of FF/EMT as needed, on a timeline to be determined by Chief Benn. Motion seconded by Tom Bearden. Motion carried.

Bob Parnell questioned what the cost of 6 employees filling the position of FF/EMT would be? Chief Benn noted it would cost up to \$109,000 per year.

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**Chief's Contract:**

Bob Parnell noted that we have a job description prepared. Diane distributed to the board members the current job description. Bob Parnell made a motion to approve the job description as presented. Motion seconded by Dave McLellan. Motion carried. The date would need to be changed by Diane.

Brian Snure's contract was then distributed for the board to go through paragraph by paragraph.  
Page 1-No changes.

Page 2: Changes in the paragraphs as listed:

- 3.2.3. "Employee shall accrue no more than 1000 hours sick leave. Employee shall receive payment for unused accrued sick leave on separation from employment at a rate of 100%."
- 3.2.5. Changes to:
  - 3.2.5.1. "After completion of one year of employment up to five years of employment Employee will receive 21 vacation days per year."
  - 3.2.5.2. "After completion of five year and further years of employment Employee will receive 28 vacation days per year."
  - 3.2.5.4. "Vacation leave more than 336 hours shall not be carried over year to year. Employee will be paid at regular rate of pay for any overage of 336 hours."
  - 3.2.5.5. "The Employee is FLSA exempt and is not entitled to overtime pay. However, as an added benefit of employment the employee shall grant compensatory time at the rate of 1.5 hours for every hour worked more than forty hours during a work week to the employee. This shall be capped at 200 hours."

Page 3: Term. Changed to:

"This Agreement shall be effective on October 8, 2020 and shall continue in force until January 1, 2026 unless earlier terminated as proved by this Agreement. This Agreement may be extended on mutual agreement of both parties."

Change Number 7 in Termination by Employee: "In the event of resignation, the Employee shall receive all Compensation earned prior to the resignation date together with accrued vacation and sick leave but shall not receive any further Compensation."

Page 4: No changes.

Page 5: Added all commissioner signatures.

Diane will make the corrections and forward to Chief Benn and the Commissioners the above noted changes for their review. The final contract will be approved and signed at the regular governance board meeting October 8, 2020.

There being no further business a motion was made by Dave McLellan to adjourn the meeting at 6:52 PM. Motion seconded by Tom Bearden. Motion carried.