



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



**GOVERNANCE BOARD MEETING MINUTES**

**805 State Route 105 East, Westport, WA 98595**

**September 9, 2021-ZOOM Meeting: 5:00 PM**

**Call Meeting to Order:**

The South Beach Regional Fire Authority Governance Board Meeting was called to order by Board Chairperson Alfred Schroeder representing Commissioner District Four at 5:00 PM. The meeting was held on a Zoom platform as the Governor has lifted restrictions for an in-person meeting. It was noted that the Zoom information had been posted on the SBRFA website for those who did not want to attend in person and posted at 170 West Spokane Street, Westport, WA. In attendance were the following Board Members: Alfred Schroeder representing Commissioner District 4, David McLellan representing Commissioner District Three, Tom Bearden representing Commissioner District Two, Sam Schlegel representing Commissioner District Five, the City of Westport representative Tom Aronson present. Chief Dennis Benn was present with Chief Daryl Brown present. Governance Board Secretaries Diane McNett and Teresa Hart, Board Secretary were present. In addition, Jaime Pryor, PIO officer was present.

**Flag Salute:**

The Pledge of Allegiance was recited.

**Agenda Modifications:**

Agenda modifications were the payroll of \$130,097.30 and the Vouchers 2021-333 through 2021-363 totaling \$71,579.93. Resolution 2021-07 is listed under 14.a. for approval. Needed is the transfer of \$300,000 out of the Ambulance Fund to the Expense Fund to pay bills.

**Announcements, Proclamations, Presentations:**

None.

**Public Comments:**

None.

**Consent Agenda:**

- a. Approval of governance board minutes meeting from August 12, 2021:** A motion was made by Tom Bearden to approve the minutes from August 12, 2021. Motion seconded by David McLellan. Motion carried.
- b. Approval of payroll 09-01-2021 through 09-30-2021 totaling \$130,097.30:** A motion was made by David McLellan to approve the payroll from 09-01-2021 through 09-30-2021 in the amount of \$130,097.30 Motion seconded by Sam Schlegel. Motion carried.
- c. Approval of Voucher 2021-333 through Voucher 2021-363 totaling \$71,579.33:** Tom Bearden made a motion to approve Voucher 2021-333 through Voucher 2021-363 in the amount of \$71,579.33. Motion seconded by David McLellan. Motion carried.

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Board members signed the approved vouchers.

### **BOARD MEMBER REPORTS:**

*Commissioner District One Tom Aronson: No report.*

*Commissioner District Two Tom Bearden: No report.*

*Commissioner District Three David McLellan: No report.*

*Commissioner District Four Fred Schroeder: No report.*

*Commissioner District Five Sam Schlegel: No report.*

### **CHIEF'S REPORT:**

#### **ACTION ITEMS:**

1. **Commissioner Photos:** Jaime Pryor, PIO will be taking pictures of the commissioners at the conclusion of the meeting.
2. **Hose Testing:** Chief Benn stated he would like approval from the board for the expense of the hose testing: \$5,783.95. This amount is over his spending limit. A motion was made by Sam Schlegel to approve the expense of \$5,783.95 for hose testing. Motion seconded by Tom Bearden. Motion carried.

#### **DISCUSSION ITEMS:**

1. **Insurance Increase:** Chief Benn stated that we have been contacted by our insurance company, stating that our insurance will increase 56% starting in January. This is approximately a \$150,000 increase which was not budgeted for. The staff have been working diligently on obtaining quotes from other carriers and searching for alternatives.
2. **Dave Bell's Last Day:** Dave's last day on the books will be the 24<sup>th</sup> of September. Paul Barrow has already been hired to fill the EMT position. The reason we hired Paul early is because A shift had only one person.
3. **Captain's Testing September 18<sup>th</sup>:** We will be performing Captains testing on September 18<sup>th</sup>, to fill one or two vacant positions. We will be using a third-party testing program.
4. **Covid Booster:** Possibly available in November.
5. **Flu Shots:** South Beach Regional Fire Authority in cooperation with Nurse Janet will be hosting a Flu Shot Clinic on October 6<sup>th</sup> from 3:30 PM to 6:00 PM.
6. **Grays Harbor EMS Inter-local Agreement Up-date:** Grays Harbor EMS is attempting to acquire some grant funding. The Inter-local agreement plan is on hold for now but may be implemented later.

Brought to the board's discussion was Chief's 302 Vehicle and the recent pending repair of a new heater. The estimated cost was slightly under \$900. Based on this the Chief's are requesting the board consider the ability to bid on a replacement vehicle on Gov.Deals. Discussion followed with Tom Bearden making a motion to authorize the expenditure of up to \$20,000 for a replacement vehicle of Chief 302. This is due to the immediate need of a vehicle for emergency response of our BC Brown. Motion seconded by Dave McLellan. Motion carried.

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**DEPARTMENT REPORTS:**

Board for Volunteer Fire Fighter meeting report: The Board for Volunteer Fire Fighter Fund meeting was held at 4:30 PM. No action was taken.

**CORRESPONDENCE:**

None.

**UNFINISHED BUSINESS.**

Sam Schlegel made a motion to approve the payment of the commissioner's timecards as prepared. Motion seconded by David McLellan. Motion carried.

**NEW BUSINESS:**

Resolution 2021-07 was presented requesting the transfer of \$300,000 out of the Ambulance Fund to the Expense Fund to pay bills. Motion was made by David McLellan to approve Resolution 2021-07 as presented. Motion seconded by Tom Bearden. Motion carried.

**ADJOURN:**

A motion was made by Sam Schlegel to adjourn the meeting at 5:35 PM. Motion seconded by David McLellan. Motion carried.