



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



GOVERNANCE BOARD MEETING MINUTES

805 State Route 105 East, Westport, WA 98595

April 14, 2022-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 present, Sam Schlegel representing Commissioner District Five and the City of Westport representative Tom Aronson present along with Chief Dennis Benn. Battalion Chief Daryl Brown, Governance Board Secretary Teresa Hart and Battalion Chief Darin VanderVeur present. Secretary Diane McNett was absent.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll of \$128,096.19 and the Vouchers 2022-126 through 2022-172 totaling \$76,423.02.

Announcements, Proclamations, Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of governance board minutes meeting from March 10, 2022:** David McLellan made a motion to approve the minutes from March 10, 2022. Motion seconded by Tom Bearden. Motion carried.
- b. **Approval of payroll 04-01-2022 through 04-30-2022 totaling \$128,096.19:** Tom Bearden made a motion to approve the payroll from 04-01-2022 through 04-30-2022 in the amount of \$128,096.19. Motion seconded by Sam Schlegel. Motion carried.
- c. **Approval of Voucher 2022-126 through Voucher 2022-172 totaling \$76,423.02:** David McLellan made a motion to approve Voucher 2022-126 through Voucher 2022-172 totaling \$76,423.02. Motion seconded by Tom Bearden. Motion carried.

PAGE 2-GOVERNANCE BOARD MINUTES-APRIL 2022:

Signing the Vouchers:

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: Sam Schlegel stated he would like to have a special meeting scheduled to discuss personnel. This will be scheduled later. Sam questioned what is going on with the building located on Larkin Road. For the record, Sam would like a chance at buying the building should it come up for sale. He would then move it.

NEW STATION DESIGN-REPORT/BATTALION CHIEF VANDERVEUR:

Noted by BC VanderVeur is that we are short on crew/responders right now, so he is recommending that two be sent to the conference regarding new station buildings.

CHIEF'S REPORT-Chief Dennis Benn:

- 1. Discuss Paramedic Situation:** Chief Benn stated that we have a long-term problem with paramedics—this has been ongoing for the past 7 months. Chief Benn's opinion is that a long-term solution would be to send a couple of interested responders to medic school. He has reconfigured the training support contract to a "paramedic internship program." The cost for the McCook program is \$11,000 which encompasses a 3-month program, all expenses covered under that amount. Chief Benn would like to put on a test to rank the part time paid and volunteers who are interested in attending. This would also include a part time hourly wage while at school. The school is set to start August 29, 2022. Basically this would be a program that hires and train within. Chief added that there are other departments currently offering this. Regarding paying the attendees who are chosen, it was advised that the Chief should check with our attorney. The plan would be to pay them for 216 hours and consider it an "intern program." The other option would be to hire them on as a full-time employee and if they do not complete the program, the employee would be let go. Discussion followed with Sam Schlegel making a motion to approve the Paramedic Internship Program after approval by Brian Snure. Motion seconded by Dave McLellan. Motion carried.
- 2. Monthly Call Volume:** The monthly call volume was presented to the Board. The total number of calls for March was 148 with the average at 4.77 per day.
- 3. 2023 Budget:** The approved 2023 Budget Resolutions will be forwarded to Grays Harbor and Pacific County for placement on the ballot prior to May 13.
- 4. Water Tank:** Chief Benn questioned what the plan for the water tanks that would be purchased at a fraction of their cost. Noted by the board that we should try to get both and place one at the training center and one at the Ocosta Rec Hall.
- 5. Commissioner Training:** OPA and PRA: The public records act is required of the commissioners. This has been scheduled for Friday, May 20, 2022: 10:00 AM, Training Center.

PAGE 3-GOVERNANCE BOARD MINUTES APRIL 2022:

6. **DNR Brush Truck Update:** More information will be available next month as it is now getting repaired. We are getting it through the FF assistance program.
7. **PIO/Public Educator Update:** Coleena Curry is now our PIO/Public Educator who will report to BC VanderVeur and BC Brown.
8. **Training Update:** Firefighter 1 Class: Going great and the class will conclude the middle of May. 3 CPR Classes, Wildland Fire Class and a Flagger Class will be scheduled. FF 2 Class will start July 21st, this is about a month-long course. There will be an AFA Class soon to be scheduled the first part of June. This is a 3-day class.
9. **Look at tender:** There is a tender on Gov Deals that will be reviewed/inspected in Olympia by the chiefs.

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 taken.

CORRESPONDENCE:

None.

UNFINISHED BUSINESS.

Sam Schlegel made a motion to approve the commissioner timecards as presented. Motion seconded by Dave McLellan. Motion carried.

NEW BUSINESS:

- a. Resolution 2022-40: Sam Schlegel made a motion to approve Resolution 2022-40 as written. Motion seconded by Tom Aronson. Motion carried.
- b. Resolution 2022-50: Sam Schlegel made a motion to approve Resolution 2022-50 as written. Motion seconded by Tom Aronson. Motion carried.
- c.

FUTURE MEETINGS:

1. May 12, 2022: 4:30 PM Board for Volunteer Firefighters.
2. May 12, 2022: 5:00 PM Governance Board Meeting.

ADJOURN:

Sam Schlegel made a motion to adjourn the meeting at 6:31 PM. Motion seconded by Tom Aronson. Motion carried.