



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



GOVERNANCE BOARD MEETING MINUTES
805 State Route 105 East, Westport, WA 98595
May 12, 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 and Battalion Chief Darin VanderVeur were present. Secretaries Diane McNett and Teresa Hart were absent.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll of \$125,806.96 and the Vouchers 2022-173 through 2022-207 totaling \$84,803.81.

Announcements, Proclamations, Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of governance board minutes meeting from April 14, 2022:** David McLellan made a motion to approve the minutes from April 14, 2022. Motion seconded by Tom Bearden. Motion carried.
- b. **Approval of payroll 05-01-2022 through 05-31-2022 totaling \$125,806.96:** Tom Bearden made a motion to approve the payroll from 05-01-2022 through 05-31-2022 in the amount of \$125,806.96. Motion seconded by Sam Schlegel. Motion carried.
- c. **Approval of Voucher 2022-173 through Voucher 2022-207 totaling \$84,803.81:** David McLellan made a motion to approve Voucher 2022-173 through Voucher 2022-207 totaling \$84,803.81. Motion seconded by Tom Bearden. Motion carried.

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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: No report.

NEW STATION DESIGN-REPORT/BATTALION CHIEF VANDERVEUR:

Noted by BC VanderVeur is that BC Brown and he will be traveling the end of this month to a convention that specifically outlines the details of the steps to follow in planning a new station. A report will be given at the June meeting.

CHIEF'S REPORT-Chief Dennis Benn:

ACTION ITEMS:

1. A form has been requested from the Grays Harbor County Auditor's office regarding who is required to sign vouchers for payment. In addition, the form specifies that a representative from SBRFA will physically pick up the payments/checks directly at the Auditors office in Montesano, WA.

DISCUSSION ITEMS:

2. Discuss Paramedic Situation: Chief Benn stated that we have 4 personnel who have applied to our new program regarding paramedic training. Testing will be performed next week.
3. Grays Harbor County EMS Office: Temporary funding has been acquired from the Quinault Nation as well as some ARPA funding. This funding should be adequate to fund the EMS office through the remainder of the year. The Board of Directors of Grays Harbor EMS will continue to look for a long-term solution.
4. Water tanks: The water tanks have been purchased. Chief Benn stated that a proposal has been received from Brumfield Construction to load, transport, and place the 10,000-gallon tanks from Central Park to the Ocosta Rec Hall and the RFA Training Facility. The proposal dated May 5, 2022 totals \$5,455 plus applicable taxes. A motion was made by David McLellan to approve the expenditure and proposal from Brumfield Construction in the amount of \$5,455 plus tax. Motion seconded by Tom Bearden. Motion carried.
5. Commissioner Training: The PRA training has been set for May 20th, 10:00 AM at the Training Center.
6. DNR Brush Truck Update: The truck has been received and is now being cleaned. The repair cost is in the monthly invoices which has been approved.
7. PIO/Public Education Update: We recently participated in a job fair at the high school.
8. Training Update: Firefighter 1 Class will be graduating 3 to 5 students and the EMT class will be graduating 1 from SBRFA.
9. Civic Events: The RFA will be participating in the Blessing of the Fleet on Sunday, May 29th and the VFW Memorial Day Ceremony on Monday, May 30th.

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10. Request for an Executive Session at the end of the meeting for the purpose of discussing personnel with no action to be taken.

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:

None.

FUTURE MEETINGS:

- 1. May 20, 2022: 10:00 AM PRA Training for Commissioners, SBRFA Training Center**
- 2. June 9, 2022: 4:30 PM Board for Volunteer Firefighter Board**
- 3. June 9, 2022-5:00 PM Governance Board Meeting**

ADJOURN to Executive Session to discuss personnel with no action to be taken for a period of 15 minutes.

Sam Schlegel made a motion to adjourn the meeting to executive session for 15 minutes. The time was 5:48 PM.

BACK IN SESSION FROM EXECUTIVE SESSION AT 6:03 PM WITH NO ACTION TAKEN.

ADJOURN: David McLellan made a motion to adjourn the meeting at 6:03 PM. Motion seconded by Tom Bearden. Motion carried.