



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



GOVERNANCE BOARD MEETING MINUTES
805 State Route 105 East, Westport, WA 98595
July 13, 2023-5:00 PM

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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. In attendance were the following Board Members: Alfred Schroeder representing Commissioner District Four, David McLellan representing Commissioner District Three, Tom Bearden representing Commissioner District Two and Sam Schlegel representing Commissioner District Five. Tom Aronson, Commissioner District One present along with Secretary Diane McNett and Secretary Teresa Hart. Chief Dennis Benn, BC Daryl Brown and BC Darin VanderVeur were absent.

Flag Salute:

The Pledge of Allegiance was recited.

Agenda Modifications:

Agenda modifications were the payroll of \$157,710.10 and the Vouchers 2023-259 through 2023-299 totaling \$95,826.08.

Announcements, Proclamations, Presentations:

None.

Public Comments:

None.

Consent Agenda:

- a. **Approval of Governance Minutes Meeting from July 13, 2023.** A motion was made by Tom Bearden to approve the governance minutes from July 13, 2023. Motion seconded by Sam Schlegel. Motion carried.
- b. **Approval of payroll 07-01-2023 through 07-31-2023 totaling \$157,710.10:** David McLellan made a motion to approve the payroll from 07-01-2023 through 07-31-2023 in the amount of \$157,710.10. Motion seconded by Sam Schlegel. Motion carried.
- c. **Approval of Voucher 2023-259 through Voucher 2023-299 totaling \$95,826.08:** Tom Aronson made a motion to approve Voucher 2023-259 through Voucher 2023-299 in the amount of \$95,826.08. Motion seconded by Tom Bearden. Motion carried.

Signing the Vouchers:

Board members signed the approved vouchers.

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BOARD MEMBER REPORTS:

Commissioner District One Tom Aronson: No report.

Commissioner District Two Tom Bearder: No report.

Commissioner District Three David McLellan stated the Tokeland Parade was good.

Commissioner District Four Fred Schroeder: No report.

Commissioner District Five Sam Schlegel: It was noted that the sign wasn't working at the Grayland Fire District noting there was a burn ban.

CHIEF'S REPORT-CHIEF DENNIS BENN:

Discussion Items:

- 1. Shoalwater Update:** We have been able to hit our target of staffing Eagle Hill 40% of the time.
- 2. Audit:** Still ongoing.
- 3. Payroll:** Teresa is working with an accounting firm to work out payment and timelines.
- 4. Medic 311:** Five Star Ford has not received the replacement motor.
- 5. Recent Events:** We had a wildfire in Ocosta, about 3 miles up the Johns River Road, adjacent to the "Rose" property. South Beach was first on scene. Called in DNR believing that it was in fact on DNR property. As it turns out, the fire was on both DNR and private property. We provided mutual aid tender support to the DNR for 3 days.
Fourth of July: was fairly uneventful. A couple of small fires and a larger fire in Tokeland, probably on Shoalwater property.
- 6. Six month run review:** We are one call behind this time of year.
- 7. Possibility of Partnering with Food Bank:** Chief Benn was approached by Sandy Bell, of the Tokeland Chamber of Commerce about the possibility of utilizing some space at the Tokeland station to operate a mobile Food Bank out of. They are looking for space to stage the product before being shipped out.

Battalion Chief of Operations, Daryl Brown:

- 1. True North NFPA 1911 reports and pump testing:** Per BC Brown this was completed the first week of June. Found were some basic deficiencies with our fleet which we expected. He has reached out to begin scheduling these reports. This is expected to be a multiple month process spanning over 2 budget cycles. The board will be updated.
- 2. RMS update:** Due to the change in ESO and the option to continue our platform for documentation of aid calls, a new agreement has been entered with ESO. ESO is the parent company of our current carrier so the transaction will be easily attained. A new user group committee has been formed to help implement the new system. As we progress updates will be provided.
- 3. Medic 311:** We are still waiting for the crate motor to be repaired. We were able to place our new to us ambulance in service as an ALS unit, so we are still able to respond to three simultaneous ALS calls.
- 4. State Mobilization:** We were able to send a crew with our B311 to a call for assistance from the WSP fire mobilization. Captain Zelepuza and FF Lowe deployed for 3-4 days and helped protect people's home who were threatened by a fast-moving fire. (The tunnel 4 fire) in Eastern WA.

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5. **Burn Ban Status: State Parks: Recreational fires in an approved fire pit are allowed. (This includes beach fires 100 ft from dune grass)
Grays Harbor County: Burn ban in effect only propane fire and grilling are allowed.
Pacific County: Recreational fires in an approved fire pit are allowed.
Burn Ban Signs have been placed in areas where appropriate!**
6. **M&O Levy: Election season is upon us. We will be going out to the voters for your traditional M&O levy in August. The amount is \$954,000 in 2023 to be collected in 2024 at an approximate levy rate of \$.77 per thousand assessed valuations (the actual rate will be based on assessed values).**

Battalion Chief of Training Darin VanderVeur

1. **I have taken over the Dr. Buck MPD monthly meetings at the Grays Harbor EMS office that she has for all BLS and ALS providers in the county for the months of June, July and August.**
2. **I have been teaching an IV technician class for the County at the EMS office that started on June 19th and will end Saturday July 8th. There are 20 students including our own FFT/EMT Trisha Hubbard.**
3. **Since implementing the Company Led training, we have noticed a lot more participation of career, part time paid and volunteers in our training program.**
4. **On standby for our Dolphin 1 water rescue device.**
5. **On July 20th we will be down at the Tokeland Tsunami tower putting on second portion for the MCI class taught to the Shoalwater Bay CERT team in April.**
6. **Grays Harbor Firefighter 2 course begins on July 24th.**
7. **Tokeland Parade went very well and I appreciate everyone who could attend.**
8. **We did our annual standby for the Shoalwater Bay Casinos Fireworks shoot on July 1st and the 4th. The 1st went off without any major fires. The 4th did have a few smaller fires that we handled with on scene personnel and 1 large event that took multiple personnel that was located way out on the sand dune at the end of Sunset Ave. The fire was in the dune grasses and driftwood, and it took hand crews and two tenders to extinguish the fire. The fire was lit by two separate boat flares (parachute style) that initially started two separate fires that came together to form the one big fire. This was witnessed by the homeowner at the end of the road, and we had found the two separate aluminum parachutes in the fire at the point of ignition.**
9. **We will be hosting Becky Crosby with US Ecology putting on a HAZWOPER class here on July 15th for all the local hazmat personnel that US Ecology employs.**
10. **PIO Curry, CERT team leader David Uhler and I will be in Aberdeen on July 22nd representing SBRFA for the Emergency Preparedness Expo.**

DEPARTMENT REPORTS:

Board for Volunteer Fire Fighter meeting report: The Board for Volunteer Fire Fighter Fund meeting was held at 4:30 PM.

CORRESPONDENCE:

None.

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UNFINISHED BUSINESS.

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

Future Meetings:

1. August 10, 2023-4:30 PM, Board for Volunteer Firefighter.
2. August 10, 2023-5:00 PM, Governance Board Meeting.

ADJOURN:

David McLellan made a motion to adjourn the meeting at 5:13 PM. Motion seconded by Sam Schlegel. Motion carried.