

Regular Meeting 06-14-2021 1

DOUGLAS OKANOGAN COUNTY FIRE DISTRICT 15  
APPROVED MINUTES

Go To Meeting

Brewster, WA

A regular meeting of the Board of Commissioners of Douglas Okanogan County Fire District 15 was called to order by Commissioner Lonnie Fenton at 7:02 p.m. after completing role call to establish a quorum was present.

REMOTE ATTENDANCE BY PHONE OR COMPUTER: Commissioners Chris Bailey, Lonnie Fenton, Tim Baird, and F. Eric Zahn, Secretary Kaylee Jensen, EMS Director Tonya Vallance, District Chief Bill Vallance, Methow Station Chief Joe Kitzman, Pateros Station Chief Kerry Heen, Brewster Station Chief Victor Vargas, Rocky Butte Station Captain Sal Rodriguez, Bruce Henne, and Matt Coffman

***Consent Agenda***

**Board Consent Agenda**

Minutes 05/10/2021 regular meeting,

Vouchers 05-24-2021, 06-14-2021

Fire District

May 24, 2021 Financials amounting to \$1,754.69

May 24, 2021 Payroll amounting to \$6,273.08

June 14, 2021 Financials amounting to \$7,107.78

June 14, 2021 Payroll amounting to \$12,174.63

Ambulance

May 24, 2021 Financials amounting to \$4,435.09

May 24, 2021 Payroll amounting to \$24,589.00

June 14, 2021 Financials amounting to \$4,556.00

June 14, 2021 Payroll amounting to \$38,849.72

Lonnie/Tim moved and seconded to approve all items on the Board Consent Agenda. Motion carried unanimously.

SECRETARY REPORT: The May Secretary report was sent to Commissioners electronically and a hard copy was available to those that wanted one. Discussion held.

DISTRICT FIRE CHIEF REPORT: Chief Vallance reported he and several station volunteers had a Pre-Construction meeting with True North Emergency Equipment rep Steve Brewer and Spartan to review the specifications for the buildout of two new fire engines. Local loan most recent (June) sale was financed at 0.94%. Rev financing is at 2.980%. Our finance app is currently being considered by Local Loan Program for the next funding cycle. Rev approved the District.

R&M on generators and trucks was discussed.

DNR CO-OP Truck update was given.

SOP/SOG COMMITTEE REPORT: Chief Vallance reported the committee is reviewing a new social media policy and will bring it to the board for approval after it is complete.

PATEROS REPORT: Chief Kerry Heen was in attendance with limited service. Matt Coffman reported firefighters completed a refresher class, wildland shelter deployment, Pack test and SCBA quarterly training.

Firefighters responded to activated fire alarm calls at Harmony House and the hospital, provided mutual aid, and responded to a wildland lightning strike call.

**BREWSTER REPORT:** Chief Victor Vargas reported firefighters responded to an MVA incident, a vehicle fire, a wildland fire, and provided mutual aid to a structure fire at Bridgeport and a crew responded with a brush truck to Electric City for a wildland fire. Firefighters completed pumps, hydrants and hose lays training and completed station maintenance.

**ROCKY BUTTE REPORT:** Captain Sal Rodriguez reported firefighters responded to an MVA incident and an activated fire alarm call. Firefighters completed vehicle maintenance and practiced with pumps on the different trucks and completed pack test, and fire shelter training.

**METHOW REPORT:** Chief Joe Kitzman reported Methow has been quiet. Firefighters completed fire shelter, pack test, wildland fire and hose lays training. Firefighters responded to lightning strike calls and chased some smoke after the storm. Methow is hosting a 4<sup>th</sup> of July celebration and the Methow Fire Association is providing hot dogs after the parade. Chief Kitzman invited all to join the event on the 4<sup>th</sup> of July.

**EMS DIRECTOR REPORT:** Tonya reported the District continues to provide vaccine and testing services at the ambulance hall and Pateros Fire station. Tonya gave an overview of financial revenues for the service. Discussion held. The Ambulance Building Bond through Cashmere Valley Bank was set to re-rate on June 01, 2021. A new schedule was received, and the rate was reduced to 2.19% (down from 2.35%) for the remainder of the payment schedule. Maternity/Paternity Leave policy was discussed. The District does not have a policy in place and an inquiry was sent to the attorney for a formal opinion of the Districts obligations for maternity/paternity leave. While all public entities are subject to FMLA, the employees must meet all qualification for FMLA including the employer must have more than 50 employees. The board was asked to decide whether the employer paid medical benefit should continue after the employee is on leave. Discussion held. No decision was made at this time. Tonya will continue to gather information and a Maternity/Paternity Leave policy will be drafted and brought back to the board. Tonya reported a lack of Ambulance volunteer response since opening back up in April. The Ambulance does not have the support we had prior to the pandemic. A few employees have been on lifting restrictions for a few months and Tonya has went on every ambulance call since April. The need to hire a part time EMT to support the ambulance service was discussed. Commissioners supported the request to advertise for a part time EMT. Tonya reported the Governor has set the date of June 30 to open back up the State. Tonya consulted with Brian Snure to see what the requirements will be for public meeting after the restrictions are lifted. Meetings will return to in person or whatever format used before the pandemic. There will continue to be masking requirements for all unvaccinated persons entering the ambulance hall. Discussion held.

**NEW/UNFINISHED BUSINESS:**  
**MEETING ADJOURNED AT 7:53 PM.**