

Regular Meeting 01-13-2020 1

DOUGLAS OKANOGAN COUNTY FIRE DISTRICT 15
APPROVED MINUTES

Ambulance Hall

Brewster, WA

A regular meeting of the Board of Commissioners of Douglas Okanogan County Fire District 15 was called to order by Chairman Ike Vallance at 7:00 p.m. at the Ambulance Hall.

IN ATTENDANCE: Commissioners Chris Bailey, Lonnie Fenton, Tim Baird, F. Eric Zahn and Ike Vallance, Secretary Kaylee Jensen, EMS Director Tonya Vallance, District Chief Bill Vallance, Methow Station Chief Joe Kitzman, Pateros Station Chief Keith Zweigle, Brewster Station Chief Victor Vargas and Rocky Butte Station Captain Sal Rodriguez and guest Helen Zahn

Commissioner Lonnie Fenton arrived at the meeting after the consent agenda had been approved.

Consent Agenda

Board Consent Agenda

Minutes 12/09/19 regular meeting

Vouchers 12-23-19, 01-13-20

Fire District

December 23, 2019 Financials amounting to \$11,940.34

December 23, Payroll amounting to \$7,042.89

January 13, 2020 Financials amounting to \$12,259.77

January 13, 2020 Payroll amounting to \$15,175.69

Ambulance

December 23, 2019 Financials amounting to \$10,928.96

December 23, 2019 Payroll amounting to \$17,079.50

January 13, 2020 Financials amounting to \$5,360.65

January 13, 2020 Payroll amounting to \$32,769.85

Chris/Eric moved and seconded to approve all items on the Board Consent Agenda.
Motion carried.

Oath of office was given to Commissioner Lonnie Fenton.

REORGANIZATION:

Tim/Eric moved and seconded to re- appoint

CHAIRMAN: Ike Vallance

BOARD SECRETARY-: Kaylee Jensen

STATION CHIEFS:

Pateros: Keith Zweigle

Brewster: Victor Vargas

Methow: Joe Kitzman

Rocky Butte: Captain Sal Rodriguez

Motion carried.

Lonnie/Chris moved and seconded to re-appoint 2019 Board of Trustees members (Ike, Tonya/Kaylee (Board Secretary), Tim, Joe, and Keith). Motion carried.

SECRETARY REPORT: The December Secretary report was studied by the Commissioners. Chief Vallance reported EF recovery funds were received. Discussion held. Commissioners reviewed Revenue and expenditure reports for December 2019.

DISTRICT FIRE CHIEF REPORT: Chief Vallance reported communications with Shane Heston to discuss the Methow Community Hall proposed acquisition. Insurance rates would increase for the building and contents. A facility use agreement would need to be in place.

A Hazmat Inspector inquiry was done to obtain a quote for possible cleanup of asbestos or any other hazard that might need to be removed from the building in Pateros, owned by Pateros School, that they would allow us to train in and use for LIVE fire. A quote was not provided due to too many unknown possibilities of what might need to be cleaned up.

Discussion held.

Chief Vallance and Commissioner Zahn will meet with community members to discuss other possible interests in the old school house building in Methow. Chief Vallance will follow-up with Pateros Superintendent Greg Goodnight to discuss land acquisition as an alternative to building and land acquisition.

Chief Vallance proposed a new hire position that would be a full-time, fully benefited position split between Fire District (8 months) and EMS (4 months) during the year.

Discussion held. Commissioner Baird requested a job description be drawn up for the proposed new position. District Chief will prepare a job description and additional information will be provided at a future meeting.

SOP/SOG COMMITTEE REPORT: Chief Victor Vargas reported the committee is still working on a few items and will report back at another meeting.

PATEROS REPORT: Chief Keith Zweigle reported firefighters responded to a chimney fire and one MVA incident. Firefighters completed Maintenance and Equipment training on District and City owned trucks and completed a mock Semitruck and railroad tracks incident training.

BREWSTER REPORT: Chief Victor Vargas reported firefighters responded to a controlled burn call and three MVA incidents, and assisted Pateros with one MVA incident and a chimney fire call. Firefighters reorganized their officer committees and completed quarterlies.

ROCKY BUTTE REPORT: Captain Sal Rodriguez reported firefighters responded to a burn pile call with Brewster firefighters. Firefighters attended three trainings and received hose lays training with District Chief. Firefighters completed quarterly training.

METHOW REPORT: Chief Joe Kitzman reported Methow had no calls up valley. Firefighters received training on call response and responsibilities when responding to the Fire Station. Upcoming trainings include quarterlies and training at Rocky Butte maze. Preparation planning to cross train with other stations is being done. A Chiefs meeting was held.

EMS DIRECTOR REPORT: Tonya reported 2020 EMS levy was up for a vote this year. Discussion held. Commissioners supported an increase to the levy rate to \$0.50 per

/\$1000 assessed value to support continued operations. Tonya will provide additional information at the next regular meeting.

Ambulance billing service fees for 2020 were discussed. No increase will be done for 2020.

The new employee handbook policy updates were discussed.

Policy update- Employee Handbook

Tim/Eric moved and seconded to approve the Douglas Okanogan County Fire District 15 Employee Handbook. Motion carried unanimously.

NEW/UNFINISHED BUSINESS:

MEETING ADJOURNED AT 8:30 PM.

Kaylee Jensen, Board Secretary

Ike Vallance, Chairman