

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 Chris Bailey at 6:02 p.m. at the Ambulance Hall.

IN ATTENDANCE: Commissioners Chris Bailey, Joe Kitzman, F. Eric Zahn, Secretary Kaylee Jensen, EMS Director Tonya Vallance, District Chief Bill Vallance, Brewster Station Chief Victor Vargas, Pateros Station Chief Kerry Heen, Methow Station Chief Nolan Tonseth, and firefighter Bruce Henne

REMOTE ATTENDANCE BY PHONE OR COMPUTER: Commissioners Tim Baird and Rocky Butte Station Chief Sal Rodriguez

Consent Agenda

Board Consent Agenda

Minutes 05/08/2023 regular meeting, 6/01/2023 special meeting

Vouchers 05-22-2023, 06-12-2023

Fire District

May 22, 2023 Financials amounting to \$41,993.10

May 22, 2023 Payroll/EFT amounting to \$6,660.51

June 12, 2023 Financials amounting to \$27,652.62

June 12, 2023 Payroll/EFT amounting to \$9,966.80

Ambulance

May 22, 2023 Financials amounting to \$7,151.18

May 22, 2023 Payroll/EFT amounting to \$17,052.90

June 12, 2023 Financials amounting to \$4,815.86

June 12, 2023 Payroll/EFT amounting to \$18,632.26

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

SECRETARY REPORT: The May Secretary report was studied by Commissioners. Washington Cares Fund premiums will be withheld from employee and Commissioner wages beginning in July 2023.

DISTRICT FIRE CHIEF REPORT: Chief Vallance reported the District received 69 calls since the last meeting. Call volume is up from 2022 in comparison.

WSRB fire rating review will be done on June 27, 2023. The District Chief has been providing data for the process for a few months.

Apparatus update was given. Discussion held. Engine #2 is expected to be delivered in July 2023.

DNR Co-op engine is fully staffed and the DNR crew is completing training and are expected to be ready to respond later in the month.

SOP/SOG COMMITTEE REPORT: Nothing to report.

PATEROS REPORT: Chief Kerry Heen reported Pateros firefighters responded to 5 wildland calls, 1 MVA incident, 1 structure fire and 1 other call. Firefighters completed maintenance and SCBA training was rescheduled.

METHOW REPORT: Chief Nolan Tonseth reported firefighters responded to 3 calls including 1 lightning strike and 1 MVA incident. Firefighters completed shelter training and equipment maintenance and pump ops training.

Nolan reported a volunteer firefighter was lost due to a MVA incident.

BREWSTER REPORT: Chief Victor Vargas reported firefighters responded to 1 agriculture vehicle fire, 2 MVA incidents, 1 assist with Pateros, 1 structure fire and 5 false alarm or controlled burn calls.

ROCKY BUTTE REPORT: Chief Sal Rodriguez reported firefighters responded to 1 agriculture vehicle fire and 1 agency assist and responded with Brewster to controlled burn calls. Firefighters completed training and vehicle maintenance night.

EMS DIRECTOR REPORT: Tonya reported the Medicare Audit is complete and submitted. We worked with PCG to supply all the information requested and do not expect to have any reduction in reimbursement rates. Discussion held.

We have some policy work to do post Audit.

A boundary line adjustment near Cameron Lake Road is being discussed with Lifeline Ambulance due to the response time to the area could be responded to quicker from Omak.

The Secretary reported an underpayment to a seasonal hire for the 2020 DNR Co-op engine was noticed during the recent SAO Accountability Audit and brought to our attention. Discussion held.

Joe/Tim moved and seconded to pay the additional \$1,258.75 compensation due and PERS retirement due at 100% (EE/ER estimate \$262.70) of what is due to correct the error. The motion passed 3 yes votes. Commissioner Zahn abstained a vote.

Tonya reported Phil Brownlee passed away and a memorial is scheduled at Pateros School Saturday, June 24, 2023 at 10:00am.

NEW/UNFINISHED BUSINESS: District Chief job position was discussed. The employee committee met prior to the meeting. Commissioner Baird reported the committee recommends the position start out as an hourly paid position with a rate of \$25- \$30 per hour plus all current benefits and overtime eligible. Commissioner Baird will design an advertisement and send it to everyone and the closing date for the application will be July 31, 2023. Commissioner Kitzman was concerned about the hourly classification. Discussion held.

The current job description may need to be edited before advertising if hiring as an hourly employee.

Commissioner Bailey asked the Chiefs to let them know when the Chiefs and a couple volunteers could meet with the employee committee or a few Commissioners to let them know what they want to see in filling the position.

Chief Vallance will continue employment beyond June 30, 2023 until we have a new hire and bring them up to speed in their position.

MEETING ADJOURNED AT 6:47 PM.