

Regular Meeting 07-11-2022 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 Lonnie Fenton at 6:05 p.m. at the Ambulance Hall.

IN ATTENDANCE: Commissioners Chris Bailey, Kris Erlandsen 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 and Brewster Station Chief Victor Vargas

REMOTE ATTENDANCE BY PHONE OR COMPUTER: Commissioners Lonnie Fenton and Tim Baird

**Public Hearing**

*Notification of the Public hearing was published in the Quad City Herald on June 29 and July 06, 2022.*

A public hearing was held to discuss supplemental budgets for Fire and Ambulance. Tonya read the detail listed on Resolutions 04-2022 for appropriating additional revenue, donations, and grant funds.

Bill reported the detail listed on Resolution 05-2022 for appropriating additional revenue received for Machinery & Equipment.

No public comment.

The Chairman closed the public hearing at 6:17pm.

**Supplemental Budget Resolutions**

Chris/Eric moved and seconded to approve Resolution 04-2022 AMB Supplemental budget and Resolution 05-2022 FD Supplemental budget. Motion carried.

***Consent Agenda***

**Board Consent Agenda**

Minutes 06/13/2022 regular meeting

**Vouchers 06-27-2022, 07-11-2022**

Fire District

June 27, 2022 Financials amounting to \$2,067.20

June 27, 2022 Payroll amounting to \$7,567.22

July 11, 2022 Financials amounting to \$5,797.01

July 11, 2022 Payroll amounting to \$7,450.06

Ambulance

June 27, 2022 Financials amounting to \$2,171.25

June 27, 2022 Payroll amounting to \$16,581.40

July 11, 2022 Financials amounting to \$14,576.63

July 11, 2022 Payroll amounting to \$27,759.46

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

**SECRETARY REPORT:** The June Secretary report was studied by the Commissioners. Nothing extraordinary. Tonya discussed the GEMT revenue received.

**DISTRICT FIRE CHIEF REPORT:** Chief Vallance reported a quote was received from Legacy for maintenance service for each station generator to be serviced annually. Commissioners reviewed the quote. Discussion held. Commissioners expressed support to proceed with scheduling the service.

Apparatus update was given. Spartan is ready to build the fire trucks when they receive the chassis. Estimated delivery date is still January or February 2023.

Dog House Sports still hasn't received the 5 seater UTV yet and still waiting on Polaris UTV.

**SOP/SOG COMMITTEE REPORT:** District Chief reported he has a SOP/SOG draft policy for UTV apparatus and the committee still needs to meet to discuss the policy. Commissioner Bailey asked what expectations there would be for the operator. Chief Vallance reported firefighters would receive a training in-house, EVIP training and will need a certain number of hours of training.

**PATEROS REPORT:** Chief Kerry Heen reported firefighters responded to 3 MVA incidents, 2 vehicle fires, 2 activated fire alarm calls, 3 wildland fire calls, and 1 fireworks call.

R&M was completed on radios, chainsaws, a compressor and B1512.

Firefighters participated in wildland fire training and pump ops on both the wildland engine and portable pumps.

Firefighters attended the Brewster parade on July 4<sup>th</sup> in the morning and then attended the Methow parade in the afternoon. Firefighters were on standby during the Fourth of July fireworks celebrations.

**BREWSTER REPORT:** Chief Victor Vargas reported firefighters responded to a structure fire, 2 brush fires, 2 MVA incidents, 4 calls to assist Pateros firefighters and had a few cancelled while enroute controlled burn calls.

**ROCKY BUTTE REPORT:** Chief Sal Rodriguez was absent, but he gave his report to the District Chief prior to the meeting. Rocky Butte firefighters responded to an illegal burn call in the brush truck, while on that call they received a call for an MVA incident at Gamble Sands so firefighters switched trucks and responded to Gamble Sands in E1541.

**METHOW REPORT:** Chief Joe Kitzman reported firefighters participated in training, maintenance night and firefighters attended District training on the Bridgeport Bar for using chainsaws. Firefighters responded to 1 MVA incident and a brush fire call. Chief Kitzman reported while enroute to a call T1531 had a dually tire blow-out, sending in for repairs. After inspection of the parking area was done the conclusion was the tires had been damaged from sun exposure and a shade option needs to be found to prevent this in the future.

Methow 4<sup>th</sup> of July parade was held, and the association provided lunch for attendees. Commissioner Zahn grilled at least 150 hot dogs at the event.

**EMS DIRECTOR REPORT:** Tonya reported the USDA grant agreement for the two new ambulances was received. Tonya explained the grant amount of \$323,000 was 75% of the cost of the ambulances and stretchers and the District share would be \$107,000. Tonya

requested approval of the grant and permission to sign the agreement. Commissioners approved the request.

COVID19 update was given. A new strain was reported and an increase in cases has been occurring. The District continues to do daily testing, vaccine clinics and Health checks for the Ag workers as required by WAFLA.

The District received a FIN # which allows the District to receive government pricing on Ford Apparatus.

Tonya read aloud the items listed on the surplus resolution and stated this is the first step to begin the process to surplus the items no longer needed by the District. Discussion held.

**Resolution 03-2022 Surplus Equipment**

Eric/Chris moved and seconded to approve resolution 03-2022. Motion carried unanimously.

Tonya presented an update to the Sick leave policy and the Maternal/Paternal Leave policy to accommodate a current employees family leave situation and any future employees that may qualify. Discussion held.

**Sick Leave and Maternal/Paternal Leave policy updates**

Kris/Eric moved and seconded to approve the policy updates as presented. Motion carried unanimously.

MEETING ADJOURNED AT 6:57 PM.

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Kaylee Jensen, Board Secretary

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Lonnie Fenton, Chairman