

KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington

Minutes of: Commissioners' Board Meeting
Meeting date: April 13, 2023
Meeting time: 1000
Meeting place: 400 E. Mountain View, Station 29

Commissioners in Attendance: Pat Clerf, Neal Houser, Neil O'Neill, Jerry Pettit and Ross Ogan.

Others in Attendance: Chief John Sinclair, Deputy Chief Elliott ASM McBride, FSM Beckett, and numerous firefighters.

1. Call to Order: Commissioner Clerf called the meeting to order at 1000 hours and led the Pledge of Allegiance.

2. Approval of Agenda:

Commissioner Houser made a motion to approve the agenda. Commissioner O'Neill seconded the motion. There was no further discussion. The Board voted unanimously to approve the agenda as presented.

3. Consent Agenda

Items listed under the Consent Agenda were distributed to Fire Commissioners in advance for study. All the following items were enacted with one motion:

3.1 Approve Proposed Meeting Minutes

- March 9, 2023-Meeting Minutes

3.2 Acknowledge Correspondence: None

3.3 Authorize to pay vouchers

APRIL 2023		
Batch #	Amount	Description
2023.04.01	\$418,574.39	Payroll - General Fund 010
2023.04.02	\$171,297.39	Payroll - EMS Fund 011
2023.04.03	\$72,551.37	Accounts Payable - General Fund 010
2023.04.04	\$79,640.18	Accounts Payable - EMS Fund 011
2023.04.05	\$32,191.24	Accounts Payable - Equipment Fund 041
\$774,254.57		

Commissioner Ogan made a motion to approve the Consent Agenda. Commissioner O'Neill seconded the motion. There was no further discussion. The Board voted unanimously to approve the agenda as presented.

4. Public Hearing: None

5. Public Comment: FF Haberman thanked the commissioners for providing a ham to the firefighters for dinner.

6. Administrative Reports

6.1 Finance: FSM Beckett presented the attached report and addressed the following:

- The overtime reports are attached for the month of March.
- KVFR have spent 2.2 million through the end of March.
- The DOE grant information has been submitted and we continue to respond to any additional information requests.
- The pre-audit meeting is set for May 15th, we will be starting the audit the week of the 22nd. A finance committee meeting is set for the 3rd of May.

6.2 District Secretary Report: DS McBride presented the attached report and addressed the following:

- There is a volunteer retirement enhancement bill currently in the senate that would increase retired volunteer pension to \$350.
- Two commissioner positions are open and filing week is May 12-15th.
- Annual Public Disclosure requirements for all commissioners are due by April 15th.

6.3 Deputy Chief Report: DC Elliott presented the attached report addressed the following:

- The state masking mandate has been lifted. We are back to pre-covid rules.
- KVH's ER director position is vacant, they have signed an agreement with the Yakima hospital system, allowing ER doctors fill roles at KVH.
- We have had a delay in responses over the past couple of days. We are reviewing these and will have a report in May.
- There have been some illegal burns that we have responded to, and we may recommend billing for the response.
- The Kittitas County Conservation District is the recipient of 10 million dollars from the federal government to address landscape resiliency.
- DC Elliott attended the WUI conference, all players (feds/states) are all in alignment with using biomass, grazing lands, increasing logging and prescribed burning.
- The fire symposium at DNR included ecosystem health and a mission to focus on this for 20 years.
- The Academy class will graduate at the end of April. The next academy starts in May.

6.4 Chief Report: Chief Sinclair presented the attached report and addressed the following:

- Limited correspondence from the attorney at Foster Garvey. They are trying to find out information from the opposing counsel.
- I-90 road construction update: The bridge over South Cle Elum way is being replaced by DOT. The Easton and Hyak projects are going to resume this summer, and the Vantage Bridge is expected to start.
- We are evaluating additional safety measures for the front office.
- Purser Paramedic Program is getting set to celebrate their 50th anniversary, we will be working with CWU to help this program.

6.5 Commissioner Report: Commissioner Pettit reported that Kittcom is meeting this afternoon and will be discussing some budget amendments to improve some critical needs. They are working on how and when to ask the community for money to improve the infrastructure. Commissioner Pettit is now a voting member for the Washington State 911 Advisory Committee.

7. Unfinished Business None

8. New Business

8.1 KVFR Metrics/Analytics: DC Elliott presented a list of identified metrics that we should track to make available for both internal members and posted externally on the website. We want to use this data to look at trends over a timeframe to provide additional information to better make decisions. DC Elliott predicts that this will take a few months to build the dashboards. Internal dashboards look different than external dashboards. Week to month data will be more appropriate for KVFR's purposes, year data may be more appropriate for external dashboards. These numbers tell us where the system is stressed rather than making decisions on memory or emotion.

8.2 Commissioner Handbook/Policy 200.04: Commissioner Pettit pointed out an error found in the WFCAs commissioner handbook. We have notified the WFCAs of the discrepancy. Commissioner

Pettit made a motion to approve Policy 200.04. Commissioner Ogan seconded the motion. There was no further discussion and the motion passed unanimously.

8.3 Commissioner Meeting Schedule 2023: The board was still ok with the meeting times for 2023.

8.4 Resolution 23-08 Surplus Equipment: Commissioner Houser made a motion to approve Resolution 23-08. Commissioner O'Neill seconded the motion. There was no further discussion and the motion passed unanimously.

9. Good of the Order: Next Wednesday is the joint board meeting at 1800. Larry Bland a former fire commissioner passed away. Condolences were sent to the family. We have acquired a new apparatus through a surplus process. The Ford F-350 long box will be evaluated by the mechanic.

10. Executive Session: None

11. Adjournment

Commissioner O'Neill made a motion to adjourn the meeting. Commissioner Houser seconded the motion. There was no further discussion and the board voted unanimously to adjourn the meeting. The meeting adjourned at 1051 hours.



Board Chair



District Secretary

