

KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington

Minutes of: Commissioners' Board Meeting
Meeting date: July 13, 2023
Meeting time: 1900
Meeting place: 400 E. Mountain View, Station 29

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

Others in Attendance: Chief John Sinclair, Deputy Chief Elliott ASM McBride, and 10 firefighters.

1. Call to Order: Commissioner Clerf called the meeting to order at 1900 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

- June 8, 2023 Meeting Minutes
- June 22, 2023 Special Meeting Minutes

3.2 Acknowledge Correspondence:

- Thank you card from Stacy Bisconer

3.3 Authorize to pay vouchers

JULY 2023		
Batch #	Amount	Description
2023.07.01	\$431,252.06	Payroll - General Fund 010
2023.07.02	\$171,551.33	Payroll - EMS Fund 011
2023.07.03	\$67,426.68	Accounts Payable - General Fund 010
2023.07.04	\$124,440.76	Accounts Payable - EMS Fund 011
2023.07.05	\$3,348.48	Accounts Payable - Equipment Fund 041
\$798,019.31		

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: Local IAFF 1758 would like to thank the board for allowing the annual 4th of July Pancake feed at Station 29.

6. Administrative Reports

6.1 Finance: Chief Sinclair presented the attached report and addressed the following:

- The overtime reports are attached for the month of June.
- The State Audit went well, there were no findings.
- 6.1 million in revenue has been brought in through the end of June.

- 4.4 million in expenditures have occurred through the end of June. Payroll is the largest expenditure.

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

- The Peer Support Team has been giving presentations to the organization and will be scheduling time in July to present to the volunteers.
- The Commissioner conference is happening this fall in Tulalip.

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

- We are working with the hospital to utilize Cabulance more frequently for calls that qualify for that service.
- We have operational personnel that responded to the Roza Creek Fire, this was a short assignment and the fire totaled 720 acres.
- New reporting software ESO will be coming on September 1st. This transition is not an option we had to transition to something because our current software has been bought out by ESO.
- To help with complex incident management teams there is a pool of local government personnel that have finance or other skills that can help teams. Teams do not need to just be made up of fire department/district personnel.
- We are handling wildfire ready neighbor, which is a program ran by DNR in our jurisdiction. This helps us with wildland triage.
- The academy recruits graduate July 21st.
- The County has a new Fire Marshal. We are behind the curve in fire investigations and have been seeing a lot of fires that need investigations.

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

- The 4th of July pancake breakfast went well, and the holiday had two fire incidents.
- The Station 29 roof bid has been awarded to MG Wagner for \$216,000.
- We have not had any large wildland fires in our district so far this season.
- There is a burn ban in place from District 1 to the Columbia River.
- We are working on a bid document for the SCBA AFG grant.
- Chief Sinclair attended a Yakima 2 meeting with KCSO to preplan for any needed evacuations in areas that boarder Kittitas County. KCSO will be assisting the Yakima Emergency Management Office with these.

6.5 Commissioner Report: Commissioner Pettit reported that Kittcom met today. There is a list of 8 people who will be on the community advisory board. They have hired a political consultant to help assist and find the best time to go out for an election for additional funding. Commissioner Houser and Clerf sat in on the audit meeting and shared that KVFR has not had a finding in 13 years. The finance committee reviewed the budget and will be looking at purchasing two career engines. Commissioner Clerf talked to Commissioner Dickinson about forming a committee to review the consolidation efforts.

7. Unfinished Business: None

8. New Business

8.1 Open Public Meetings Act Open Carry Rule Changes: ASM shared the updates with HB 1630 which prohibits the open carry of fire arms in city, town, or other municipality buildings used in connection with meetings of the governing body of the city, town, county, or other municipality, or any location of a public meeting or hearing of the governing body of a city, town, county, or other municipality during the hearing or meeting. A resolution will be created for consideration next meeting.

8.2 Hose and Nozzle Study: There has been a study done by three firefighters to evaluate KVFR's hose & Nozzle's. FF Anderson and FF Helgeson presented that this study was done with no cost to the district. This proposal of the attack packages is cheaper than the package we currently have. The EFT Nozzles we have right now require maintenance. Buying one new nozzle is the same cost that it is to send our current nozzles out for maintenance. They are requesting E-211, E-291 E-292 and L-291 (hose/nozzle) to be replaced immediately. They recommend the following year the volunteer engines be updated. They are asking for this now because it leads to increase safety margins for firefighters and will allow for a quicker attack. Right now, we have a wide range of GPM's and there are a lot of internal components in the nozzles that can break. The team believes replacing equipment with their recommendations will reduce on-scene time. The timing will also work well with planning for purchasing new engines.

9. Good of the Order: None

10. Executive Session:

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 1940.

Pat C. M.

Board Chair

A. M.

District Secretary

