

**KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington**

Minutes of: Commissioners' Board Meeting
Meeting date: August 10, 2023
Meeting time: 1900
Meeting place: 400 E. Mountain View, Station 29

Commissioners in Attendance: Pat Clerf, Neal Houser, Jerry Pettit and Ross Ogan. Commissioner Neill O'Neill had an excused absence.

Others in Attendance: Chief John Sinclair, ASM McBride, and 2 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 Pettit 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

AUGUST 2023		
Batch #	Amount	Description
2023.08.01	\$452,496.33	Payroll - General Fund 010
2023.08.02	\$177,540.04	Payroll - EMS Fund 011
2023.08.03	\$202,906.27	Accounts Payable - General Fund 010
2023.08.04	\$20,766.18	Accounts Payable - EMS Fund 011
2023.08.05	\$35,092.58	Accounts Payable - Equipment Fund 041
\$888,801.40		

Commissioner Ogan made a motion to approve the Consent Agenda. Commissioner Pettit 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: None.

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 July. Overtime this time of year is usually because of fire deployments but there has not been a lot of fire activity this year.
- The big expense in this month is the stryker contract.

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

- The Commissioner conference is happening this fall in Tulalip.

- The hiring list expires in November and we will be testing for a new list in September/October.

6.3 Deputy Chief Report: Chief Sinclair presented the attached report addressed the following:

- Transports are up slightly and out of county facility transports are back to pre-pandemic years.
- We are still working with KVH to utilize cabulance more often.
- We have been sending resources for the wildfire incidents happening in the state when available.
- The probationary firefighters have returned from academy and have started on shift.
- KVFR has a lot of new members of the organization and the training division has been focused on initial training.

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

- A former KVFR firefighter Ken Bauer passed away.
- The Station 29 roof project was suppose to start this week, we are waiting to hear from MG Wagner for the new start date.
- The 2023 wildfire season has been relatively light and we have been able to keep events small in our district.
- We have received a close out check for the last fiscal year for GEMT.
- Chief Sinclair did a walk through for the ACX fire with the prosecutors office and individuals defense attorney.
- The I-90 life support fund raised over \$750,000 this year.
- KCFD7 appointed Commissioner Zipper to be the representative for the consolidation by contract subcommittee.

6.5 Commissioner Report: Kittcom is forming a citizens committee to help consider funding opportunities. They have seen some staff turn over and are in a hiring process to fill positions.

7. Unfinished Business: None.

8. New Business

8.1 Mutal Aid Agreement between Kittcom and KVFR: This agreement was in place already but needed to be updated. Kittcom is having a staffing shortage and we can help provide resources for dispatching. Kittcom will reimburse us for loaded wages of our personnel that assist.

8.2 Resolution 23-12: Open carry of firearms is prohibited in a city, town, county, or special purpose district building used in connect with meetings of the governing body (RCW 9.41.305). A local government must post signs at locations where open carry is a misdemeanor per RCW. The firearms policy is in the development stages and matches the current KVFR practices. Commissioner Pettit made a motion to approve Resolution 23-12. Commissioner Ogan seconded the motion. There was no further discussion and the motion passed unanimously.

8.3 Subcommittee Fire District 7: Commissioner Pettit and Commissioner Houser were appointed to the committee for consolidation efforts with KCFD7. Commissioner Clerf has requested a labor representative from each of the Districts to be on the committee.

9. Good of the Order: Commissioner Clerf asked some follow up questions to FF Anderson regarding the hose and nozzle study presented last meeting. Commissioner Clerf asked about the training required and FF Anderson shared that it is more In-depth training that was we have had, not necessary training that is due to the new equipment. The new equipment would allow us to have new techniques to better manage tactics. FF Piper is helping to build the curriculum 7 days per shift, 2-4 hours each day. There is also some new command procedures for the changeover to ITAC. The organization has a lot going on in the training department, so we will need to look at the budget and time available. FF Anderson was deployed on Orville Fire and thanks the board for their support of the assignment.

10. Executive Session: None.

11. Adjournment Commissioner Ogan 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 1931.

Pat Lohm

Board Chair

[Signature]

District Secretary



