

Riverside Fire Authority

Governance Board Meeting August 28, 2024 Minutes

In attendance:

Board Members – Buddy Lowrey, Rick Mack, Mike Tomasheck, Joe Dolezal

Absent – Mike Rossow

Administration – Chief Anderson, Chief Olson, Lt. Jason Shepherd, FFPM Kaitylyn Whalen, FF Brian Meyers, Capt. Terry Ternan

Visitors – Diane Kytta

Chair Lowrey called the meeting to order at 5:00 p.m.

Motion was made, seconded, and passed to approve the agenda with the addition of 6D, Policy #238, Internal Vacancies, Recruitment and Promotional Testing.

Public Input - None

Motion was made, seconded, and passed to approve the consent agenda as presented.

The Following voucher/warrants/electronic payments were approved for payment:

<i>July 24, 2024</i>	<i>EFT- Use Tax</i>	<i>\$10.73</i>
<i>August 28, 2024</i>	<i>Ck# 7943-7959</i>	<i>\$17,114.00</i>

Unfinished Business

Recruitment & Retention Update

Laura Hanson, Recruitment & Retention Coordinator, gave her monthly update to the board on the progress of the volunteer program. The next volunteer academy will be starting the week of September 3, 2024, volunteers participated in National Night Our and the SWW Fair.

CARES Program Visit

Chief Anderson and Lt. Jason Shepherd gave an update on the CARES program. With the reserve funds from the GEMT program which are reflected in the finance model, discussion took place on proceeding with the hiring of a community paramedic and the purchase of life paks. Commissioner Dolezal made a motion¹ to approve the CARES budget for 2024 as presented. Commissioner Lowrey seconded the motion. Motion passed 4-0.

Discussion occurred on the purchase of new life paks. It was decided since the current life paks that are on the first out ambulances are in rotation for replacement and the need for a life pak for the CARES program, that 3 Lifepak 35 should be purchased at one time, so they are uniform across the first out apparatus. The Lifepak 15 that are to be replaced can still be used for training. Commissioner Tomasheck made a motion² to purchase 3 new Lifepak 35 with the equipment reserve funds as outlined in the finance model not to exceed \$200,000. Commissioner Dolezal seconded the motion. Motion passed 4-0.

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2025 Budget Update:

Chief Anderson updated the board on the progress of the 2025 Budget. Misty Henning, Finance Officer, will be submitting a budget amendment to include the GEMT monies to be used for the CARES program. Discussion followed.

New Business

Centralia Chehalis Coop ILA Renewal

Staff reviewed the proposed ILA renewal with the Centralia Chehalis Coop. Their prices will include a large increase. The board asked staff to research other potential vendors who could possibly be more competitive and who also retain the same certifications. If the RFA wishes to withdraw from the ILA, we must inform the Centralia Chehalis Coop by December 31, 2024. Discussion followed. Commissioner Dolezal made a motion³ to approve the ILA renewal with the Centralia Chehalis Coop. Commissioner Tomasheck seconded the motion. Motion carried 4-0.

SWW Fair Recap

Chief Olson and Laura Hanson gave an update on activities performed by the RFA at the SWW Fair, August 13-18, 2024. Admin and volunteers were present at the First Aid Station and the Old Towne Fire House the duration of the event.

Tender Update

Chief Olson updated the board on the assembly progress of the new tender. Chief Olson shared photos of the tender being assembled. Chief Olson and LT. Brandon Wise will be flying back to Sioux Falls, South Dakota, September 11-13 to conduct an inspection on the progress.

Policy #238, Internal Vacancies, Recruitment & Promotional Testing

Policy #238 was authored by Chief Anderson and LT. Rick LeBoeuf. With vacancies on the horizon, both labor and management felt the need for a formal policy outlining the process of testing. Chief Anderson addressed the promotional testing for LT and Captain that will be taking place. An opening for an Assistant Chief of Prevention will also be announced and will be opened to internal candidates. Chief Anderson will keep the board apprised of any applications that are received. Commissioner Tomasheck made a motion⁴ to approve Policy #238, Internal Vacancies, Recruitment & Promotional Testing. Commissioner Dolezal seconded the motion. Motion carried 4-0.

EXECUTIVE SESSION

Commissioner Tomasheck made a motion to move into executive session for 20 minutes as provided for in RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee and provided for in RCW 42.30.140(4)(a) to discuss collective bargaining. There will not be any decision made at the conclusion of the executive session.

After 20 minutes, staff requested another 10 minutes. After the additional 10 minutes expired, an additional 5 minutes were requested.

The executive session ended, and regular session resumed at 7:40 p.m.

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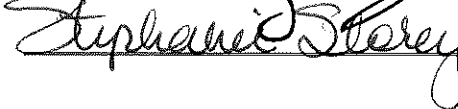
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Good of the Order

Adjourned 7:47 p.m.

Local Board Action Motions:

1. Approval of CARES 2024 budget
2. Approve the purchase of 3 Lifepak 35 not to exceed \$200,000
3. Approve ILA renewal with the Centralia Chehalis Coop
4. Approval of Policy #238, Internal Vacancies, Recruitment and Promotional Testing

Minutes submitted by: , Chair Lowrey
 Board Secretary