

Riverside Fire Authority

Governance Board Meeting

April 26, 2023

Minutes

In attendance:

Board Members – Lee Coumbs, Buddy Lowrey (via phone), Joe Dolezal, Rick Mack & Mike Tomasheck

Administration – Chief Kytta , Chief Anderson, Stephanie Slorey, Misty Henning, Laura Hanson

Visitors – Diane Kytta, Mark Pickrell, Brian Meyers, Betsy Levy, Station Crew

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

Motion was made, seconded, and passed to approve the agenda with the addition of an Executive Session.

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:
April 26, 2023, Ck# 6385-6411 \$126,856.08*

EXECUTIVE SESSION

Commissioner Tomasheck made a motion¹ to adjourn into executive session for 15 minutes as provided for in RCW 42.30.110(1)(g) to evaluate qualifications of an applicant for public employment or to review the performance of a public employee. Commissioner Mack seconded the motion. Motion passed 5-0. The board adjourned into Executive Session at 5:05 p.m. The board reconvened into regular session at 5:20 p.m. No action was taken.

Unfinished Business

Recruitment and Retention Program Update

Laura Hanson, Volunteer Recruitment and Retention Coordinator, gave a monthly update to the board on the progress of the program. Discussion followed.

Insurance Information Update

Chief Kytta updated the board on the relationship between Nicholson and Associates and VSIF. To date, Nicholson's and Associates are still the local agent for VFIS. On May 1, there will be a Zoom meeting with Nicholson's and WSRMG. The hope is that Nicholson's will be able to explain the lack of communication and the relationship between themselves and VSIF. Chief Kytta will update the board at the next meeting.

New Hire Update

Chief Anderson updated the board on the hiring of 3 new firefighters. Testing and interviews were held in March. Chief Anderson stated that the hiring has been delayed for an undetermined amount of time until the budget resources are adequate and operational needs are warranted. Hopefully there will be more clarity on staffing by the next meeting. Chief Anderson will update the board then on budget resources and staffing needs.

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Levy Discussion

Chief Anderson reviewed the outcome of the Centralia School District levy that was held on April 25, 2023, which at meeting time was failing. This potentially could mean the school district may be back on the ballot in 2024. Chief Anderson stated that we don't like to compete with the school district with another levy for our community. With several fire district ballots failing, when and how much to levy for a lid lift will be very important. Discussion followed. More levy discussion will continue at the next board meeting.

9-1-1 Dispatch Update

Chief Anderson gave an update on the 9-1-1 Dispatch proposed use tax. The proposed use tax is 1/10 of 1% for 9-1-1 services to create a Governmental Administrative Agency (GAA). They are proposing this be put on the November ballot. If created, a joint board would be created by an Inter-local Agreement. Discussion followed regarding proposed creation, who will sit on the board, etc. Lewis County Commissioners do not want to be the lead agency. Funding is also an issue. Use tax would only be used for a building and contents of that building. The use tax is not intended for any equipment.

New Business

Finance Policy Annual Review & Update

Misty Henning, Finance Officer, reviewed the current finance policy and shared minor changes that were recommended at the workshop that was held on April 12, 2023. Discussion followed. Commissioner Dolezal made a motion² to approve the annual review with the recommended updates for Policy #120, Finance. Commissioner Tomasheck seconded the motion. Motion passed 5-0.

2023 1st Quarter Budget Report

Misty Henning, Finance Officer, reviewed the 1st Quarter Budget report with the board. She stated that the first round of tax dollars usually starts being submitted around the first part of April so the 2nd quarter report will reflect those dollars. Discussion followed.

2022 Annual Report

Stephanie Storey, Board Secretary, reviewed the proposed 2022 Annual Report. This report is an annual requirement and is submitted to the State Auditor's Office. Commissioner Tomasheck made a motion³ to accept and approve the submittal of the 2022 Annual Report to the State Auditor's Office. Commissioner Mack seconded the motion. Motion passed 5-0.

Adjourned 6:30 p.m.

Governance Board Action Motions:

1. Motion to adjourn into Executive Session.
2. Motion to approve update to Policy #120, Finance.
3. Motion to approve 2022 Annual Report

Minutes submitted by: *Joe Coombs* , Chair Coumb

 Stephanie Storey , Board Secretary