Riverside Fire Authority

Governance Board Meeting/Workshop June 22, 2022 Minutes

In attendance:

Board Members – Joe Dolezal, Lee Coumbs, Mike Tomasheck (via zoom)
Absent: Jay Johnson, Matt Evans

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

Visitors - Diane Kytta, Karl VonBargen and family, RFA members

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

Motion was made, seconded, and passed to approve the agenda with the deletion of 6b & 6d.

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: June 22, 2022, Ck# 5467-5488 \$71,944.26

Karl VonBargen Retirement Recognition

The RFA Board and staff recognized Karl VonBargen. Karl retired on June 1, 2022 after 32 years of service with Centralia Fire Department and Riverside Fire Authority. Chief Kytta presented Karl with a plaque of recognition and thanked him for his years of service to the department and our community. Family, friends, retirees and crews were in attendance to wish him a happy retirement.

Old Business

Recruitment and Retention Update

Laura Hanson gave the board an update on the progress of the new Volunteer Recruitment and Retention program.

Succession Planning Update

Chief Kytta discussed the potential steps to be taken when hiring and or promoting within the organization for administrative staff. Discussion followed.

Master Planning Update; Section 10 - Facilities

Chief Kytta discussed the challenges, objectives and recommendations for Master Plan Section 10 – Facilities. Discussion followed. Next meeting will be discussion on Section 11- Fleet & Equipment.

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New Business

Commissioner Resignation

Stephanie informed the board that she received a letter of resignation from Commissioner Matt Evans effectively immediately due to scheduling conflicts with his job. Commissioner Coumbs made a motion to accept the letter of resignation from Commissioner Evans. Commissioner Tomasheck seconded. Motion passed 3-0. Commissioner Tomasheck made a motion to declared position 4 vacant and requests staff post the commissioner opening on the Riverside Fire Authority website, riversidefire.net, and applications will be accepted until July 20, 2022. Commissioner Coumbs seconded. Motion passed 3-0. The board will review any applications received at their July 27 board meeting and will set up interviews with any qualified applicants.

Apparatus Purchase

Chief Anderson and Captain Olson discussed with the board specs on a new apparatus to replace the apparatus at Station 8. Two vendors, (Rosenbauer and KME), submitted specs for RFA review. Discussion followed. A proposal for purchase approval will be brought to the board at their July 13 meeting.

Special Meeting Dates

The special meeting that was scheduled to be held on July 20, 2022 at 5:30 p.m. at Station 2 Headquarters will no longer be a meeting. The date is now scheduled for a department BBQ and employee recognition.

Good of the Order

Adjourned 7:06 p.m.

Governance Board Action Motions:

- 1. Motion to accept resignation letter from Commissioner Matt Evans
- 2. Motion to declare position 4 vacant

Minutes submitted by:

Chair Dolezal