

# Riverside Fire Authority

## Governance Board Meeting May 8, 2024 Minutes

In attendance:

*Board Members* – Buddy Lowrey, Joe Dolezal, Rick Mack and Mike Rossow in person. Mike Tomasheck via conference call.

*Administration* – Chief Anderson, Chief Olson, Misty Henning, Lt. Jason Shepherd

*Visitors* – Rick LeBoeuf, Brian Meyers

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

Motion was made, seconded, and passed to approve the agenda with a change moving 5b to the beginning of the agenda.

*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>April 30, 2024,</i>	<i>Ck#7610</i>	<i>\$5916.38</i>
<i>May 8, 2024</i>	<i>Ck #7611-7651</i>	<i>\$43,026.76</i>

### *Unfinished Business*

#### CARES Program / UW Grant Contract

Chief Anderson presented the service agreement drawn up by the University of Washington to receive funding over two fiscal years for a CARES program startup. Program Coordinator, Jason Shepherd, also spoke on the background of the program and its goals. Discussion followed.

Commissioner Dolezal made a motion<sup>1</sup> to approve the service agreement with the University of Washington for the receipt of grant funding for the creation of a local co-response/ CARES program. Commissioner Rossow seconded the motion. Motion passed 5 – 0.

#### Levy Discussion

Chief Anderson continued dialog on the levy lid lift. He noted that the Resolution language and Explanatory Statement submitted had been approved by the Lewis County Prosecuting Attorney's Office. Anderson asked commissioners for feedback on the rough-draft documents presented in the packet. Discussion followed with suggestions.

### *New Business*

#### Approval of 2023 Annual Report

Misty Henning, Finance Officer asked if the Board had any questions on the 2023 Annual Report for the Washington State Auditor's Office that was sent out for their review. No questions were presented.

Commissioner Mack made a motion<sup>2</sup> to approve the 2023 Annual Report. Commissioner Rossow seconded. Motion passed 5-0.

# *Riverside Fire Authority*

## **Governance Board Meeting May 8, 2024 Minutes**

### **Update of Authorized Signers with Umpqua Bank**

Misty Henning, Finance Officer, notified the Board that the RFA needs to update authorized signers with Umpqua bank to remove retired Chief Kytta and add Assistant Chief Olson.

Commissioner Dolezal made a motion<sup>3</sup> to approve the update for Umpqua Bank to remove Michael Kytta and add Erik Olson as an authorized signer. Commissioner Rossow seconded the motion. Motion passed 5 – 0.



*Good of the Order*

**Adjourned 6:03 p.m.**

### *Local Board Action Motions:*

1. Motion to approve the service agreement with the University of Washington for the receipt of grant funding for the creation of a local co-response/ CARES program.
2. Motion to approve the 2023 Annual Report.
3. Motion to approve the update for Umpqua bank to remove Michael Kytta and add Erik Olson as an authorized signer.

Minutes submitted by:

Chair Lowrey

Assistant Board Secretary