

Riverside Fire Authority

Governance Board Meeting November 8, 2023 Minutes

In attendance:

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

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

Visitors – Diane Kytta, Ron Music and Kaitlyn Whalen

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

Motion was made, seconded, and passed to approve 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:
November 8, 2023, Ck #7077-7123 \$27,390.25*

VETERAN RECOGNITION

Chief Anderson recognized RFA members who have served in the armed forces. Those in attendance were Ron Music and Buddy Lowrey. The RFA has several members who have served, and we thank them all for their service.

Unfinished Business

Levy Discussion

Chief Anderson discussed with the board the upcoming proposed levy lid lift to be placed on the ballot in 2024. Staff will continue to keep the board updated on the proposed levy lid lift and what information needs to be generated and sent to our citizens if we choose to proceed.

Leadership Transition Update

Chief Anderson continued discussion on the progress being made for the transition of leadership. Mast Plan goals have been discussed and long-term goals that need to be met. Discussion followed.

2024 Operation & Reserve Budget Updates

Misty Henning, Finance Officer, reviewed with the board changes made in the proposed 2024 Operation & Reserve Budgets. Discussion followed.

Recruitment & Retention Update

Laura Hanson, Volunteer Recruitment & Retention Coordinator, gave an update on the Recruitment and Retention program along with goals/projections through the end of the year. Discussion followed.

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Administrative VEBA

Chief Anderson discussed the proposed Admin VEBA program with the board. He distributed draft policies for the VEBA plan and a vacation policy for the administrative staff. Discussion followed.

New Business

2024 Revenue Budget – 1st Reading

Misty Henning reviewed the proposed 1st reading of 2024 revenue budget with the board. The public hearing for the 2024 budget will be held on November 21. Board approval will be requested at that time.

2023 Year End Forecast

Misty Henning discussed the 2023-year end forecast and 2024 beginning balances for the general fund and EMS fund.

Peer Support Program

Commissioner Dolezal discussed stress in the fire service and concerns that staff receive services or therapy due to harsh calls. Chief Olson stated that Lt. Shepherd and Firefighter/Paramedic Whalen are in the process of setting up a Peer Support Program to serve our career/volunteer staff. Firefighter Whalen was present and updated the board on the progress of creating the program. Some peer support and resources are available through our medical insurance and through a program through Nicholson & Associates.

November 22, 2023, Meeting

Due to the next meeting being the night before Thanksgiving, the board voted to move the meeting to Tuesday, November 21, 2023. A meeting change notice was sent to the Chronicle for publication. Commissioner Dolezal made a motion¹ to move the November 22, 2023, meeting from Wednesday night to Tuesday, November 21, 2023. Commissioner Lowrey seconded the motion. Motion carried 5-0.

Adjourned 6:55 p.m.

Local Board Action Motions:

1. Motion to approve moving the second meeting to November 21, 2023.

Minutes submitted by: _____, Chair Coumbs

_____, Board Secretary