

# *Riverside Fire Authority*

## **Governance Board Meeting/Workshop January 11, 2023 Minutes**

In attendance:

*Board Members* – Lee Coumbs, Buddy Lowrey, Mike Tomasheck, Joe Dolezal, Richard Mack

*Administration* – Chief Kytta, Chief Anderson, Stephanie Slorey

*Visitors* – Diane Kytta, Ed Mund

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 6a, Volunteer Retirement Paperwork

*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:  
January 11, 2023, Ck# 6047-6088                      \$82,838.06*

### ***Unfinished Business***

#### **Assistant Chief/Fire Marshal Recruitment**

Chief Anderson updated the board on the inquiries and submitted applications. At this time there has been 1 application submitted. Posting closes January 13, 2023. Chief Anderson will have more information at the next scheduled BOFC meeting. Discussion followed.

#### **Advisory Planning Committee**

Chief Kytta reviewed the structural recommendations for a RFA Community Advisory Committee. Ed Mund has helped prepare these recommendations. Ed addressed the board with thoughts and recommendations on how to create such a committee. Discussion followed.

#### **AFG Tactical Purchase Update**

Chief Anderson gave an update to the board on proposals received for a Tactical Tender. Four (4) companies submitted specs. Staff has met with two out of the four representatives. One from Rosenbauer and one from KME. Discussion followed.

#### **Resolution #2023-01; Sole Source Ambulance**

Chief Kytta presented Resolution #2023-01; Sole Source Ambulance, to the board for their approval. The resolution was drafted by RFA counsel Eric Quinn. The resolution states that the purchase and installation of a newly constructed ambulance body on a 2023 Ford Chassis by Braun NW is a sole source procurement and waives the competitive bidding process. Discussion followed. Commissioner Mack made a motion<sup>1</sup> to approve Resolution #2023-01, Sole Source Ambulance. Commissioner Tomasheck seconded the motion. Motion passed 5-0.

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*New Business*

**Volunteer Retirement Paperwork**

Stephanie informed the board that two (2) volunteers, Daniel Witt and Lewis Danforth, have submitted retirement paperwork for approval. Approved/signed paperwork will be forwarded to the Board of Volunteer Firefighters by the board secretary. Commissioner Dolezal made a motion<sup>2</sup> to approve the submitted paperwork from Daniel Witt and Lewis Danforth. Commissioner Tomasheck seconded the motion. Motion passed 5-0.

**Good of the Order**

**Adjourned 6:54 p.m.**

*Governance Board Action Motions:*

1. Motion to approve Resolution #2023-01, Sole Source Ambulance.
2. Motion to approve volunteer retirement paperwork.

Minutes submitted by: \_\_\_\_\_, Chair Coumbs

\_\_\_\_\_, Board Secretary