

Riverside Fire Authority

Governance Board Meeting October 30, 2024 Minutes

In attendance:

Board Members – Buddy Lowrey, Rick Mack, Joe Dolezal, Mike Rossow, Mike Tomasheck

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

Visitors – Les Mauel, Noel Putaasuu, Diane Kytta

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

Motion was made, seconded, and passed to approve the agenda with the addition of 6D) Rescheduling of November 27 meeting.

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>October 16, 2024, / Use Tax</i> | <i>Ck # 8071-8075</i> | <i>\$876.62/ \$11.72</i> |
| <i>October 30, 2024,</i> | <i>Ck #8123-8157</i> | <i>\$448,906.44</i> |

Unfinished Business

CARES Program Update

Chief Anderson distributed draft SOP (standard operating procedures) language. The document incorporates different areas of policy and operating guidelines for the program. Discussion followed.

Station 6 Reader Board Update

Chief Anderson reported that he has still been unsuccessful in locating any local contractor who is willing to bid on erecting a reader board for Station 6 Lincoln Creek. Commissioner Mack would like to keep this agenda item in the forefront and continue working on it.

2025 Budget 1st Reading- Reserve Funds

Misty Henning, Finance Officer, reviewed the 2025 proposed:

*Revenue Budget – 1st Reading

*Expense Budget Update

*Administrative Refunds provided by the Lewis County Treasurer's Office

Chief Anderson also reviewed options for retrieving the refunds and that will have to be voted on by the board when finalizing the 2025 Budget. Discussion followed.

Volunteer Retention / Recruitment Update

Laura Hanson, Volunteer Retention and Recruitment Coordinator, gave an update on the progress of the program. The program is growing and with the instruction from career staff, it has been a success thus far.

Assistant Chief of Prevention Position Commissioner Tomasheck made a motion¹ that this agenda item be added to the executive session. Commissioner Dolezal seconded the motion. Motion carried 5-0.

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New Business

2024 3rd Quarter Budget Position Report

Finance Officer Misty Henning reviewed the 3rd quarter budget position report with the board. All departments are within their budgets and on schedule for the rest of the year.

First Responder Conference

Commissioner Mack, Lowrey and Dolezal will be attending the First Responder Conference in February 2025 in Coeur D'lane, ID. Commissioner Mack reiterated the importance of the board attending this conference and to be there for our employees if the need arises.

Equipment Purchase-Power Load System

At the last board meeting, Chief Anderson discussed adding ambulance cot power load systems to two (2) of our front-line medic units. He recently learned that the vendor anticipates a price increase of 10% in 2025. The vendor has offered that if the RFA sign a purchase agreement by October 31, 2024, we would not take delivery or have to pay until 2025 and would be able to lock in the lower rate. This would be an approximate savings of \$14,000. If there is no interest in committing to this time frame, no action would be needed. Commissioner Tomasheck made a motion² to authorize the fire chief to execute the purchase agreement with Physio/Stryker for two (2) ambulance cot power load systems. Commissioner Mack seconded the motion. Motion carried 5-0.

November 27th Board Meeting

Commissioner Dolezal made a motion³ to move the November 27th board meeting to November 26th due to the time frame of submitting the budget to the county. There would not be enough time due to the 4 day holiday weekend. Commissioner Mack seconded the motion. Motion carried 5-0.

EXECUTIVE SESSION

Commissioner Mack made a motion³ to move into executive session at 6:54 p.m. for thirty (30) minutes as provided for in RCW 42.30.140(4)(a) to discuss collective bargaining and RCW 42.30.110 (1) (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. There will not be any decision made at the conclusion of the executive session. Commissioner Tomasheck seconded the motion. Motion carried 5-0.

After 30 minutes, staff requested another ten (10) minutes.

The executive session ended and moved back into the regular session at 7:35 p.m.

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**Governance Board Meeting
October 30, 2024
Minutes**

Good of the Order

Adjourned 7:35 p.m.

Local Board Action Motions:

1. Motion to move 5e into executive session.
2. Motion to authorize purchase agreement with Physio/Stryker for Power Cots
3. Motion to move into executive session.

Minutes submitted by: *Bryce*, Chair Lowrey
Stephanie Storey Board Secretary