

NEWMAN LAKE FIRE & RESCUE
Spokane County Fire District No. 13
Minutes for January 16, 2025
BOARD OF FIRE COMMISSIONERS MEETING

CALL TO ORDER

The Board of Fire Commissioners of Spokane County Fire Protection District No. 13 met on January 16, 2025, at 1:00 p.m. at Station No. 1, 9324 N Starr Rd., Newman Lake, Washington.

ROLL CALL

Board: Commissioners Eileen Weyrauch, Teresa Phelps, and Ben Kaiser

Others Present: Chief Daron Bement, Captain Josh Ambach, Lieutenant Carleen VanDerostyne, Secretary Robin Harbin, and community member Dave Pfeiffer; Captain Jake Ambach participated remotely via Microsoft Teams

ELECTION OF 2025 FIRE COMMISSIONER OFFICERS

Commissioner Kaiser and Chief Bement nominated Teresa Phelps, Commissioner Position No. 2, as Chairperson and Ben Kaiser, Commissioner Position No. 3, as Vice Chair of the Spokane County Fire District 13 Board of Fire Commissioners for 2025. Commissioner Weyrauch motioned to approve the nominations; Commissioner Kaiser seconded; Commissioner Weyrauch called for the vote, which passed unanimously.

CONSENT AGENDA

The consent agenda consisted of the meeting minutes for December 7, December 12, and December 19, 2024; Financial Reports; Approval of Warrants #12401 - #12440 in the amount of \$46,017.27; Payroll Taxes in the amount of \$5,705.38; and DRS Pension in the amount of \$2,848.56. Commissioner Kaiser motioned to accept the consent agenda; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

AUXILIARY REPORT

Auxiliary member Josh Ambach reported the Fire Auxiliary balance is: \$11,367.00

The Fire Auxiliary did not meet this month. They have not yet purchased the 38 jackets for the firefighters, which will be approximately \$2000. Commissioner Weyrauch asked if anyone has heard about arrangements for Faye Le Grand's funeral or memorial. The Fire Auxiliary sent cards and flowers to Faye's husband, Jerry Le Grand.

CORRESPONDENCE

- A Small Works Roster Application was received from Hermanson Company LLP. Their application was sent with the title: Spokane City Fire. Secretary Robin notified the company that we are not City Fire but Hermanson Company still wants to be added to our Small Works Roster. After reviewing the Small Works Roster Application, Commissioner Kaiser motioned to approve adding Hermanson Company LLP to our District Small Works Roster; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

- Secretary Harbin presented a January 14, 2025 memo from the Spokane County Auditor's Office, Accounts Payable Department stating they are not processing any warrants until the transition to their new Workday system is complete. No date was given for completion. Therefore, our checks, including paychecks, may be late this month. Secretary Robin also reported the County is not currently issuing Vendor Codes which they require to process warrants. The County has not provided a date for resuming Vendor Code assignment. The district will not be able to submit Voucher Approvals for any new vendors until being able to obtain Vendor Codes.

FIRE CHIEF'S REPORT by Chief Daron Bement

Calls/Staffing/Apparatus/Training:

- Holiday Seasons are behind us and we spring into 2025 ready for action!
- As of January 1, 2025, the new Training Officer position is active; Carleen VanDerostyne is settling into her role on the team.
- Training and testing opportunities with Fowler Fire Inc have allowed us to have 5 persons per test session, giving our department a savings of \$2,150 per person and \$10,750 per test for FF1 and HazMat tests.
- Two new volunteers joined the department; 3 additional came to us the end of 2024 and will be activated this month.

We had 18 emergency incidents in December, 2024.

Chief Bement presented a summary of 2024 response statistics:

WE HAD 224 EMERGENCY CALLS IN 2024

- **Average Response Times**
 - AMR 00.20.23
 - NLFR 00:06:50
- **Average Time of Day 13:44:20**
 - % Weekday 6PM-6AM 20%
 - %Weekday 6AM-6PM 48%
 - %Weekend 6PM-6AM 13%
 - %Weekend 6AM-6PM 17%
 - Average number of EMTs/FFs per call 6.81
- **Out the door (chute) time**
 - Station 1 00:03:00
 - Station 2 00:03:50
- **Average overall response time (to scene)**
 - Station 1 00:07:53
 - Station 2 00:11:19

December 2024 training included Apparatus Maintenance, Communications, and the Annual Department Family Winter Festival.

The commissioners welcomed Training Officer Carleen VanDerostyne. They were very impressed with call response times and asked that the 2024 response statistics be published on social media.

CAPTAIN'S REPORT by Captain Josh Ambach

- The US Forest Service in Bend, Oregon delivered a 2010 surplus brush truck on Wednesday, January 15. It is not the 2012 model promised to us, but it does have a foam system and Nick with DNR will provide at least \$15,000 to outfit the rig. This will cover hoses, tires, leaks and other equipment to make it fire ready. The brush truck will be Brush 13-3 and should be ready to put into service by March of this year to be our first due Wildland apparatus.
- We were awarded the DNR 2025 Phase 2 Grant. Purchases are in progress for this 10% Matching Grant, which will include 10 sets of Wildland Firefighter Gear; 15 Pagers; and three BK Mobile Radios.
- Policy 500 Patient Care Reports has been updated to include details and guidelines required by WAC. This includes a 24-hour requirement for completing reports and establishes a chain of command for report completion: Direct Patient Care does the report, to Duty Officer, to Training Officer, to Operations Captain. After reviewing Policy 500 updates, Commissioner Weyrauch motioned to approve updated Policy 500 Patient Care Reports; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously.
- The Fire District #13 Inventory Agreement has been updated to reflect current replacement costs and to clarify the wearing of uniforms off-duty. The management team will be responsible for addressing compliance questions regarding the agreement. For example, in-district volunteers may need to be prepared in wildland gear even when not officially on-duty during high-risk wildland season. After reviewing the updates, Commissioner Weyrauch motioned to approve the Fire District 13 Inventory Agreement as updated; Commissioner Kaiser seconded; Chair Phelps called for the vote, which passed unanimously.

UNFINISHED BUSINESS

Correct Errors in 2025 Employee Contracts:

Robin requested permission to correct minor errors found in employee contracts which were inconsistent with the Summary of Employee Benefits spreadsheet approved by the Board of Fire Commissioners on December 12, 2024. Commissioner Kaiser motioned to approve making the corrections necessary in employee contracts; Commissioner Weyrauch seconded the motion; Chair Phelps called for the vote, which passed unanimously.

NEW BUSINESS

Commissioner Compensable Services:

▪ **RESOLUTION 2025-1 Commissioner Compensable Services**

After review, Commissioner Weyrauch motioned to approve Resolution 2025-1 as written; Commissioner Kaiser seconded the motion; Chair Phelps called for the vote, which passed unanimously.

Presentation to Consider the Acquisition of Two Newer Command Vehicles

Chief Bement presented a Vehicle Upgrade Proposal Power Point. The current 2008 Command Vehicle 13-1 would be surplus, sold, and replaced with a newer 2015 Chevy Tahoe 4x4 at \$31,000. The current Command 13-2, a 2007 Ford F150, would stay in service for duty officer use and fire utility, while receiving a 2012 Chevy Tahoe 4x4 as a donation for command use by Captain Josh Ambach. Both Chevy Tahoes have low mileage and clean recall reports. Equipped as a

response vehicle, the current 2008 Command 13-1 may be sold for as much as \$10,000 to \$15,000. This would help offset the Chevy Tahoe purchase price and projected repair/equipping costs of both Chevy Tahoes of approximately \$46,000 for two newer vehicles. Selling the older Water Tender 13-1 will further offset the costs by bringing in an estimated \$15,000 to \$30,000.

Surplus of Command 13-1:

- **RESOLUTION 2025-2 Surplus of Command 13-1, a 2008 Ford Expedition**

After review, Commissioner Kaiser motioned to approve Resolution 2025-2 as written; Commissioner Weyrauch seconded the motion; Chair Phelps called for the vote, which passed unanimously.

Acquisition of Two Command Vehicles:

- **RESOLUTION 2025-3 Acquisition of Two Command Vehicles**

After review, Commissioner Kaiser motioned to approve Resolution 2025-3 as written; Commissioner Weyrauch seconded the motion; Chair Phelps called for the vote, which passed unanimously.

Approval of Voucher to Purchase a 2015 Chevy Tahoe from Seller Aaron Porter:

Voucher #12441 Amount: \$31,000.00

Commissioner Kaiser motioned to approve voucher #12441 in the amount of \$31,000.00 to purchase a 2015 Chevy Tahoe from seller Aaron Porter; Commissioner Weyrauch seconded; Chair Phelps called for the vote, which passed unanimously.

PUBLIC COMMENTS


Dave Pfeiffer asked if DNR notifies us of prescribed burns. Chief Bement stated they sometimes notify the district if they know it will impact us, but not always. The DNR Neighbor Ready program is issuing new guidelines for permit burns with will be posted on the district's social media. Chief Bement reported the district offered to send an engine and crew to assist with the Los Angeles, California fires but they sent other departments with the necessary contracts through the Department of the Military. We now have that contract in place to be sent out on future fires.

GOOD OF THE ORDER

Commissioner Weyrauch asked that Carleen be seated at one of the front tables in future meetings.

ADJOURNMENT

As there was no other business, the meeting was adjourned at 1:49 p.m.



Teresa Phelps, Chairperson

2-20-25
Date



Robin Harbin, District Secretary

2-20-2025
Date