

KITTITAS COUNTY FIRE DISTRICT #2
Ellensburg, Washington

Minutes of: Commissioners' Board Meeting
Meeting date: February 11, 2021
Meeting time: 1000 Hours
Meeting place: 400 E. Mountain View, Station 29

Commissioners in Attendance: Pat Clerf, Neal Houser, and Ross Ogan. Glenn Huffman attended via WebEx meeting and Neil O'Neill had an excused absence.

Others in Attendance: Chief John Sinclair, Deputy Chief Elliott, Finance Manager Manda Beckett, Training Assistant Sydney McBride and ASM Shannon Hill.

Call to Order: Commissioner Clerf called the meeting to Order at 1003 hours and led the Pledge of Allegiance.

2. Approval of Agenda:

Commissioner Clerf stated there was an amendment to the January 14, 2021 minutes to reflect that Commissioner Huffman attended the meeting via WebEx. Commissioner Houser made a motion to approve the agenda. Commissioner Ogan seconded the motion. There was no further discussion. The Board voted unanimously to approve the agenda as presented.

3. Consent Agenda

Items listed under the Consent Agenda were distributed to Fire Commissioners in advance for study. All of the following items were enacted with one motion:

3.1 Approve Meeting Minutes

- January 14, 2021 Proposed Meeting Minutes

3.2 Acknowledge Correspondence

- Thank you note to chief Elliott from Brix Wine Bar and Restaurant

3.3 Authorize to pay vouchers

FEBRUARY 2021		
Batch #	Amount	Description
2021.02.01	\$310,293.10	Payroll - General Fund 010
2021.02.02	\$168,915.20	Payroll - EMS Fund 011
2021.02.03	\$32,930.17	Volunteer Payroll - General Fund 010
2021.02.04	\$90,551.66	Accounts Payable - General Fund 010
2021.02.05	\$58,104.07	Accounts Payable - EMS Fund 011
2021.02.07	\$13,549.97	Accounts Payable - Equipment Fund 041
\$674,344.17		

Commissioner Ogan made a motion to approve the consent agenda items as presented. Commissioner Houser seconded the motion. There was no further discussion. The Board members voted unanimously to approve the agenda as presented

4. Public Hearing: None

5. Public Comment: None

6. Administrative Reports

6.1 Finance: FSM Beckett presented the attached report and addressed the following:

- Reviewed the overtime hours
- Financial Statement for January
- 2020 Financial Report attached for review
- Chief Sinclair requested that the Finance Committee meet sometime the first week of March and review the 2020 Financial Report

6.2 District Secretary Report

- Commissioners subject to election are Commissioner Huffman for Position 3 and Commissioner Neil O'Neill, Position 4.
- Nicholson ESO Winter Newsletter
- WFCAL Legislative Report

6.3 Deputy Chief Report: Chief Elliott presented the attached report and addressed the following:

- Review of EMS Ambulance Stats. There has been very little call back from career staff, surge capacity has been coming from the volunteers and that effort is very much appreciated.
- Review of COVID situation in Kittitas County, including increased calls that are attributed to quarantine.
- Review of prevention activity, there has been an increase in residential home building.
- Chief Sinclair gave thanks to Chief Elliott for the work he has been doing with the COVID Incident Management Team.

6.4 Chief Report: Chief Sinclair presented the attached report and addressed the following:

- A review of the ransom ware attack on the City of Ellensburg that affected KVFR, patient and employee records that were compromised was less than 500. The violations have been reported to Health and Human Services.
- A review of the property damage claim from a Kittitas citizen regarding a water breach, our insurance adjuster is working on it.
- A review of the District #7 Commissioner meeting, the commissioners reconfirmed their intent to enter into a mini RFA with other districts in their area.
- A review of an avalanche over the weekend that resulted in the death of a WSP Trooper.
- KVFR has entered into a contract with Restorical. This is a company that researches to find money for brownfield contracts. Their fee is 10% of whatever is collected, and the attorney fee is also 10%. They are hopeful they can recover \$250,000 and \$300,000 from the insurance company.

6.5 Commissioner Report

- Chief Sinclair gave the KITTCOM Report, some end of the year budgeting issues have been resolved. Fire and EMS calls are being switched over to criteria dispatching which has resulted in additional training needed. The training will cost about \$10,000.00 and a special assessment to all counties is the result. KVFR share will be about \$6,000.00.

7. Unfinished Business: None

6. New Business: None

7. Good of the Order:

- Chief Elliott gave a report regarding a COVID exposure to our personnel regarding a contact of a contact with four people on one shift. Just received notice that no one needs to quarantine.
- Commissioner Huffman requested to move the March Commissioner meeting from Thursday, March 11 to Wednesday, March 10. Commissioner Houser made a motion to move the meeting and public hearing to Wednesday, March 10, 2020 at 10:00am. Commissioner Huffman seconded the motion. There was no further discussion and the motion passed unanimously.

8. Executive Session: None

9. Adjournment

Commissioner Huffman made a motion to adjourn the meeting. Commissioner Houser seconded the motion. There was no further discussion and the board voted unanimously to adjourn the meeting. The meeting adjourned at 1045 hours.

Peter Elliott

Board Chair

Sharon Huffman

District Secretary

