# Riverside Fire Authority

# Governance Board Meeting/Workshop June 8, 2022 Minutes

In attendance:

Board Members – Joe Dolezal, Lee Coumbs, Jay Johnson, Mike Tomasheck Absent: Matt Evans

Administration - Chief Kytta, Chief Anderson, Stephanie Slorey

Visitors - Diane Kytta

Chair Dolezal 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: June 8, 2022, Ck# 5431-5465 \$31,233.12

### **Old Business**

Master Planning Update; Section 7 Community Risk Reduction Recap and Section 10 Facilities

Chief Anderson recapped Section 7 of the Master Plan with the board. Discussion followed. The next review of Section 10 Facilities was also discussed. Chief Anderson also updated the board on the recent meeting with Bill Cushman who created the finance model for the RFA. Updates and corrections are being made to the model by Mr. Cushman. The updated model is expected to be ready in the next week or so.

Open Public Meeting Act Resolution #22-05

Chief Anderson discussed the Open Public Meeting Act Resolution #22-05 that was drafted by RFA legal counsel. Discussion followed. Commissioner Tomasheck made a motion to approve the Open Public Meeting Act Resolution #22-05 as presented. Commissioner Johnson seconded. Motion passed 4-0.

**Compliance Engine** 

Chief Anderson updated the board on the possibility of using Compliance Engine for record keeping and compliance notification to businesses for fire suppression. He is still doing research and will report back to the board on any new updates. Discussion followed.

#### New Business

Commissioner Position

With the possibility of a commissioner needing to step down from their position, RFA counsel has provided steps to be taken to appoint a replacement to fill the remaining term. Staff and the board discussed the appropriate steps to be taken.

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City Emergency Planning Meeting

Commissioner Dolezal gave a report on the meeting he attended with the City of Centralia Mayor and City of Centralia City Manager regarding emergency operation center procedures during emergency events. Discussion followed. Commissioner Coumbs made a motion<sup>2</sup> that staff work with city and county officials to collaborate on emergency management procedures. Commissioner Tomasheck seconded. Motion passed 4-0.

**Special Meeting Dates** 

Chief Kytta discussed the possibility of holding a special meeting to recognize career and volunteer staff for their years of service along with the pinning of 3 Firefighter Paramedics who completed their 1-year probation on June 1, 2022. Discussion followed. A special meeting will be held on July 20, 2022 at 5:30 p.m. at Station 2 Headquarters.

## EXECUTIVE SESSION

Commissioner Dolezal made a motion<sup>3</sup> to adjourn into executive session for 15 minutes as provided for in RCW 42.30.110(1)(g) to evaluate qualifications of an applicant for public employment or to review the performance of a public employee. Commissioner Coumbs seconded, and the board adjourned into executive session at 6:22 p.m. After 15 minutes the board elected to extend the executive session for an additional 10 minutes. Executive session ended at 6:47 and regular session resumed. No action was taken.

#### Good of the Order

# Adjourned 6:50 p.m.

Governance Board Action Motions:

- Motion to approve OPMA Resolution #22-05
- 2. Motion to work with city/county on emergency procedures
- 3. Motion to adjourn into executive session

Minutes submitted by:

Chair Dolezal

, Board Secretar