

Riverside Fire Authority

Governance Board Meeting/Workshop March 9, 2022 Minutes

In attendance:

Board Members – Joe Dolezal, Lee Coumbs, Jay Johnson, Matt Evans and Mike Tomasheck (via zoom)

Administration –Chief Kytta, Chief Anderson, Stephanie Slorey

Visitors – Diane Kytta

Vice-Chair Coumbs called the meeting to order at 5:03 p.m.

Motion was made, seconded, and passed to approve the agenda as presented.

Public Input – None

Motion was made, seconded, and passed to approve the consent agenda as presented.

The Following voucher/warrants/electronic payments are approved for payment:

<i>March 9, 2022, Ck# 5199</i>	<i>\$240.00</i>
<i>Ck #5200-5238</i>	<i>\$22,840.62</i>

Old Business

Master Planning; Performance and Accountability

Chief Kytta and Chief Anderson did a Master Plan refresh of Section 15, Performance and Accountability, with the board. Discussion took place on goals pertaining to this chapter of the RFA Master Plan.

New Business

Social Media Record Retention

Chief Anderson briefed the board that since the RFA has social media platforms, it is important that there is a way to archive these records. Chief Anderson discussed using the social media retention company, SMARSH. Discussion followed. Commissioner Johnson made a motion¹ to approve the agreement between SMARSH and Riverside Fire Authority and have Chief Anderson execute the agreement as submitted. Commissioner Evans seconded. Motion passed 5-0.

Ambulance Chassis Purchase

Chief Kytta discussed with the board that in the RFA Master Plan, it calls for ambulances reaching 80,000 miles to be refurbished and remounted. Once of the RFA ambulances will reach that mileage in 2023. With the current issue with chain supply issues and funds that are readily available for this purchase, Chief Kytta asked the board for approval in ordering a new chassis from Braun NW. There is no bid requirement due to the purchase being under \$40,000 per out legal counsel. Commissioner Evans made a motion² to authorize Chief Kytta to execute the purchase agreement with Braun NW to purchase an ambulance chassis as per the submitted agreement and as approved in the Master Plan. Commissioner Johnson seconded. Motion passed 5-0.

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Grant Proposal

Chief Kytta informed the board that there is a grant available with WA State DNR that has a very quick turn-around. This grant would allow a vehicles equipment for the vehicle to be purchased for wildland fires. There is no department match for this grant. The grant consultants that are used by the RFA, Resource Solutions, will put together a contract to pursue \$100,000 in grant funding to purchase and equip a wildland firefighting vehicle. Discussion followed. Commissioner Coumbs made a motion³ to approve the contract and have the fire chief be authorized to execute the contract on behalf of Riverside Fire Authority. Commissioner Evans second. Motion passed 5-0.

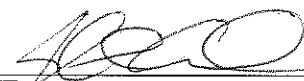
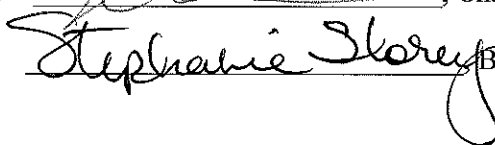
Good of the Order

Adjourned 6:09 p.m.

Governance Board Action Motions:

1. Motion to approve agreement with SMARSH
2. Motion to authorize purchase of chassis from Braun NW
3. Motion to approve contract to pursue grant from WA State DNR with Resource Solutions

Minutes submitted by:


_____, Chair Dolezal

_____, Board Secretary