

*Riverside Fire Authority*  
**Governance Board Meeting/Workshop**  
**October 25, 2022**  
**Minutes**

In attendance:

*Board Members* – Joe Dolezal, Lee Coumbs, Mike Tomasheck, Buddy Lowrey and Richard Mack

*Administration* – Chief Kytta, Chief Anderson, Stephanie Slorey, Misty Henning, Laura Hanson

*Visitors* – Diane Kytta, Mark Pickrell

Chair Dolezal called the meeting to order at 5:03 p.m.

Motion was made, seconded, and passed to approve the agenda with the addition of 6d, November meeting dates.

*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:*  
*October 25, 2022, Ck# 5796-5808                      \$5,520.00*

*Unfinished Business*

**Master Plan Update-Finance Module**

Chief Anderson went over the Master Plan using the finance module to show the board anticipated future revenues and expenses.

**2023 Budget Update**

Misty Henning went over the 2023 proposed expense budget with updated increases in medical expenses, L&I expenses and LEOFF I medical decreases. Discussion followed.

**Recruitment & Retention**

Laura Hanson gave her monthly update on the progress of the implementation of the Recruitment and Retention Volunteer Program. She also highlighted fire prevention activities that have taken place.

*New Business*

**2022 3<sup>rd</sup> Quarter Budget Position Report**

Chief Anderson reviewed the 2022 3<sup>rd</sup> Quarter Budget Position report with the board. Discussion followed.

**Grant Purchase Fire Engine**

Chief Anderson received two formal proposals through Sourcewell, a government cooperative purchasing business. Staff will be comparing the two proposals against the specs to see if either proposal is close to the RFI. Discussion followed.

# Riverside Fire Authority

## Governance Board Meeting/Workshop October 25, 2022 Minutes

### Resolution #2022-07: 2022 Budget Amendment

Misty reviewed the 2022 budget amendment request with the board and explained why the amendment was needed for the Equipment Reserve Fund (9 life pak upgrade units) and the Facility Reserve Fund (Station 4 Emergency Septic Repair). Discussion followed. Commissioner Coumbs made a motion<sup>1</sup> to approve Resolution #2022-07: 2022 Budget Amendment. Commissioner Tomasheck seconded the motion. Motion passed 5-0.

### November Meeting Dates

November meeting dates were discussed due to the second meeting falling the night before Thanksgiving. Discussion followed. Commissioner Tomasheck made a motion<sup>2</sup> that the second meeting of November be moved from November 23 to November 16, 2022. Commissioner Lowrey seconded the motion. Motion passed 5-0.

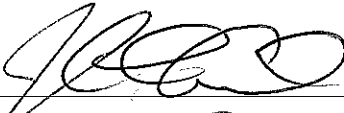
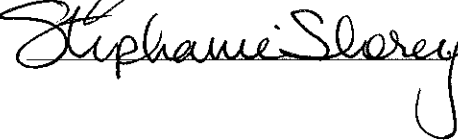
### **Good of the Order**

### **Adjourned 6:43 p.m.**

#### *Governance Board Action Motions:*

1. Motion to approve Resolution #2022-07: 2022 Budget Amendment
2. Motion to move November 23, 2022, meeting to November 16, 2022

Minutes submitted by:

 Chair Dolezal  
 Board Secretary