

Riverside Fire Authority

Governance Board Meeting January 24, 2024 Minutes

In attendance:

Board Members – Buddy Lowrey, Mike Tomasheck, Joe Dolezal, and Rick Mack, Mike Rossow

Administration – Chief Anderson, Chief Olson, Stephanie Slorey, Misty Henning, Laura Hanson

Visitors – Diane Kytta, Mark Pickrell, Jesse Berry, Rick LeBoeuf, Terry Ternan, D Shift Crew

Chair Lowrey called the meeting to order at 5:00 p.m.

Motion was made, seconded, and passed to approve the agenda with addition of 6c, Employee Reinstatement.

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:

<i>January 24, 2024,</i>	<i>Ck #7331-7349</i>	<i>\$37,154.11</i>
<i>January 24, 2024,</i>	<i>Use Tax</i>	<i>\$147.46</i>

Unfinished Business

Levy Discussion

Discussion was had regarding the Centralia school district levy that will be held in February. This discussion led to RFA proposed levy lid lift. The continuing discussion on deliverables was had and will continue through February and March meetings. Workshop to be held in April.

Volunteer Recruitment and Retention Update

Laura Hanson, Volunteer Recruitment and Retention Coordinator, gave a recap report of 2023 on goals that were met and discussed goals for 2024.

9-1-1 Inter-local Agreement Extension

Chief Anderson presented a proposed Inter-local Agreement 6-month extension between Lewis County Communications and Riverside Fire Authority, City of Toledo, City of Morton, City of Mossyrock, Cowlitz-Lewis Co FD 20, AMR, Medic One and Lewis Co Fire Districts. Commissioner Tomasheck made a motion¹ to approve the ILA as presented. Commissioner Mack seconded the motion. Motion carried 5-0.

Administrative Assistant Position

Stephanie informed the board that an applicant had been chosen for the administrative assistant position that is included in the master plan and budget for 2024. Kathleen (Kate) McPheters, who is also a volunteer with the RFA, will be starting on February 5 and will be working Monday-Wednesday from 8:00 a.m. to 5:00 p.m. Kate will be introduced to the board at the February 14 meeting.

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New Business

2023 4th Quarter Budget Position Report

Misty Henning, Finance Officer, reviewed the 4th Quarter Budget Position report with the board. There were no questions or concerns.

2024 Full Time Employee Adjustment

Chief Anderson discussed the benefit of funding 26 FTEs for 2024. 25 FTEs are currently budgeted for 2024 with one being a floating position. 1 additional FTE's floating position appears advantageous in advance of the possibility of multiple promoted staff retirements in 2025. Chief Anderson asked the board for the approval of temporary funding allocation to help fund the 26th FTE position for 2024. Commissioner Dolezal made a motion² to approve temporary funding to staff the 26th FTE for 2024. Commissioner Mack seconded the motion. Motion carried 5-0.

Employee Reinstatement

Chief Anderson stated that he had been contacted by an employee who left employment in February 2023 asking if he could be reinstated with the RFA. A draft letter of agreement, #2024-01, between Riverside Fire Authority and Local #451 and draft offer of reinstatement of employment outlining terms of reinstatement for Jesse Berry was submitted to the board for discussion.

Commissioner Mack made a motion³ to approve the letter of agreement as submitted except for removing the reference in bullet point #1 to the approval of funding for 26 FTE's. Commissioner Rossow seconded the motion. Motion carried 4-1.

Commissioner Dolezal made a motion⁴ to approve the Offer of Reinstatement of Employment for Jesse Berry. Commissioner Mack seconded the motion. Motion carried 4-1.

DNR Grant

Chief Olson gave an update of a recent grant submitted by Firefighter Schwiesow for DNR Phase 2 program for equipment. The items included chainsaws, portable pumps, fire shelters, weather meters and hand tools. The total grant award was \$15,792 with 10% of those funds being matched by the RFA. The board commended Firefighter Schwiesow for his resourcefulness.

2023 Incident Statistics

Chief Olson reviewed 2023 incident calls/statistics with the board. Discussion followed.

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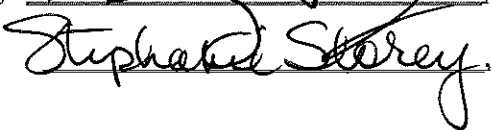
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Minutes**

Good of the Order

Adjourned 6:40 p.m.

Local Board Action Motions:

1. Motion to approve 911 6-month ILA Agreement
2. Motion to approve temporary funding to 26 FTEs for 2024
3. Motion to approve Letter of Agreement #2024-01 between RFA & Local #451
4. Motion to approve the Offer of Employment Reinstatement with Jesse Berry

Minutes submitted by: , Chair Lowrey
, Board Secretary