

# Riverside Fire Authority

## Governance Board Meeting February 28, 2024 Minutes

In attendance:

*Board Members* – Buddy Lowrey(via phone), Mike Tomasheck, Joe Dolezal, and Rick Mack, Mike Rossow

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

*Visitors* – Diane Kytta, Mark Pickrell

Vice-Chair Mack called the meeting to order at 5:30 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:*

<i>February 20, 2024,</i>	<i>Use Tax</i>	<i>\$33.21</i>
<i>February 28, 2024,</i>	<i>Ck #7421-7440</i>	<i>\$26,033.82</i>

### *Unfinished Business*

#### **Levy Discussion**

Chief Anderson and the board discussed the proposed upcoming levy lid-lift. Chief Anderson stated that he plans to have a presentation of our operating model and “why” materials at the March 27<sup>th</sup> meeting. A workshop is also tentatively scheduled for the third week of April for levy discussions.

#### **Volunteer Recruitment and Retention Update**

Laura Hanson, Volunteer Recruitment and Retention Coordinator, reviewed the progress and goals that were met for February 2024. Discussion followed.

### *New Business*

#### **Policy #112 Request for Records Update & Appointment of Public Records Officer**

Misty Henning, Finance Officer, reviewed the updates made to Policy #112 Request for Records. She also stated that per RCW 42.56.580, an official appointment needs to be made for a Public Records Officer. Discussion followed. Commissioner Tomasheck made a motion<sup>1</sup> to appoint Misty Henning as Riverside Fire Authorities Public Records Officer. Commissioner Dolezal seconded the motion. Motion passed 5-0.

#### **Executive Session**

Commissioner Tomasheck made a motion to adjourn into Executive Session for 15 minutes per RCW 42.30.110(1)(g), to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. Commissioner Lowrey seconded the motion. The board adjourned at 6:20 p.m. for executive session. The board reconvened at 6:36 p.m. into regular session with no action to be taken.

*Riverside Fire Authority*

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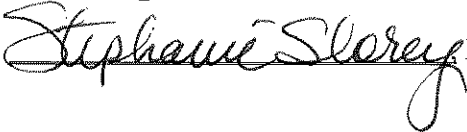
*Good of the Order*

**Adjourned 6:54 p.m.**

*Local Board Action Motions:*

1. Motion to appoint Misty Henning as RFA Public Records Officer
2. Motion to adjourn into Executive Session

Minutes submitted by: , Vice-Chair Mack

 Board Secretary