

Riverside Fire Authority

Governance Board Meeting May 10, 2023 Minutes

In attendance:

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

Administration – Chief Kytta, Chief Anderson and Misty Henning

Visitors – Diane Kytta, Mark Pickrell, Brian Meyers, Stacey Denham, Pam Perkins & Denise Brooks

Chair Coumbs called the meeting to order at 5:01 p.m.

Motion was made, seconded, and passed to approve the agenda with the addition of Local Board of Volunteer Firefighters business to “Unfinished Business,” and moving New Business to the top of 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:
May 10, 2023 Ck #6412 – 6459 \$36,759.76

New Business

Chaplain Academy Report: Pastor Fix

Pastor Andrew Fix, RFA Chaplain, updated the Board of Fire Commissioners (BOFC) on his experience at the Chaplain academy in mid-April, the new information he learned and the skills they focused on. Chief Kytta commented on Chaplain Fix’ current role within the RFA and thanked him for his commitment to the organization.

Local Board of Volunteer Firefighters

Commissioner Tomasheck made a motion¹ to approve the retirement documentation for Ron McKinney. Commissioner Dolezal seconded the motion. Approved 5 – 0.

Unfinished Business

Dispatch Update

Chief Stacy Denham addressed the board as the chair of the Combined User Committee (CUC). He updated the commissioners on the progress with the Dispatch Center governance and went over the funding strategies. He elaborated on the 1/10 of 1% vs. 2/10 of 1% and what the proposed sales tax would cover if it was approved to be added to the ballot. Additional infrastructure upgrades would still need to be funded by Dispatch clients. Questions and discussion followed.

Insurance Information Update

Pam Perkins with Nicholson & Associates updated the BOFC on possible suitable changes on the Risk Management Group Insurance for higher coverage, subject to the support and agreement of other group members. Chief Kytta offered further discussion on the Risk Management group considering if it is an

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appropriate fit for this size organization. Chief Kytta and the Board requested information on comparable Risk Management Groups in the state and their coverage level in order to assist in the evaluation of risk level. Discussion with Commissioners followed and the board agreed to follow up with further discussion and a decision at the 5/24 meeting.

New Hire Update & Assistant Chief Position Update

Chief Anderson updated the board position openings due to staffing shifts (see below) and the budget resources available to support two possible hires from the March FF/PM testing and interviews. He presented sending conditional job offers to the top two applicants from the interview process with the Board's permission to proceed. The commissioners expressed agreement and Ch. Anderson will get formal approval prior to finalizing the hiring process.

The Assistant Chief Position was also addressed within the same discussion, as the position will be fulfilled by internal promotion of Captain Erik Olson. This move will leave an opening for promotion that will result in one of the two anticipated vacancies planned to fill. Chief Anderson extended an invitation for assistance on the employment agreement and bargaining from the Board Members. Commissioner Lowrey and Commissioner Mack offered to help with the process. Chief Anderson plans to present a professional services agreement to be offered to Erik Olson for the board's approval at the May 24th meeting.

Levy Discussion

Chief Kytta referenced the recent MRSC article that was shared with the board for information. He further discussed the results of the recent School Levy and his observations on feedback from voters he has spoken with. All items stress the importance of identifying the need and offering a valuable service. Chief Anderson reinforced the need to make a strong enough case with a specific ask. Discussion continued among Commissioners expressing the desire to meet the needs of the community.

Adjourned 7:05 p.m.

Local Board Action Motions:

1. Motion to approve the retirement documentation for Ron McKinney

Minutes submitted by:



, Chair Coumas



, Assistant Board Secretary