

Riverside Fire Authority

Governance Board Meeting – Station 6, Lincoln Creek March 27, 2025 Minutes

In attendance:

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

Administration – Chief Anderson, Chief Olson, Chief Ternan, Stephanie Storey, Laura Hanson

Visitors – Diane Kytta, Spencer Schwiesow, Les Mael, Brian Meyers, Lew Danforth

Chair Mack called the meeting to order at 6:00 p.m.

Motion was made, seconded and passed to approve the agenda with the addition of an Executive Session after all business was conducted.

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:
March 27, 2025, Ck # 8552-8567 \$22,715.18

Unfinished Business

9-1-1 Interlocal Agreement

Chief Anderson reviewed the revised proposed 9-1-1 Interlocal Agreement after the user group made a few changes. This is for review only and the target date for a final agreement to the board for their approval is April 23rd meeting. Discussion followed.

New Business

Excess Vacation Leave Conversion Request for Kevin Anderson

Chief Anderson submitted a request to the board to convert his excess vacation from 2023 and 2024 as provided for in Policy #237. Discussion followed. Commissioner Dolezal made a motion¹ to approve the conversion request of Kevin Anderson's vacation leave balance per RFA Policy #237. Commissioner Rossow seconded the motion. Motion carried 5-0.

All Hazardous Resource Mobilization

Chief Anderson discussed Riverside Fire Authority's role in participating with Washington State during wildland fire season. Discussion was had if the board had any interest in being able to deploy RFA staff in an "All Hazardous Resource Mobilization". Lt. Schwiesow, RFA Wildland Fire Coordinator, discussed with the board what it would entail as he had firsthand experience when he worked at Kittitas County Fire Protection District #7. He also discussed the mobilizations and the experience that our career and/or volunteers would receive. The state would reimburse personnel and equipment expenses so there would be no cost associated with this to the RFA. The normal time frames that there might be a need for staff are usually June and July. The board agreed it would be beneficial to proceed with creating a policy and a rotation schedule for those interested in participating.

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CARES Records Management System

Chief Anderson stated that since the CARES program has begun, it has been identified that a records management system is needed. The RFA has secured a \$9,000 grant that can be used to help purchase such software. The cloud-based software called Julota, is approximately \$18,000. CARES funds can be re-evaluated to fund for the remaining \$9,000. Discussion followed. Commissioner Tomasheck made a motion² to approve the Fire Chief to enter into a service contract with Julota for a CARES records management system. Commissioner Dolezal seconded the motion. Motion carried 5-0.

Volunteer Recruitment and Retention Coordinator Update

Laura Hanson, Volunteer Recruitment and Retention Coordinator, gave an update on the progress of the volunteer recruits along with goals and accomplishments that have been met.

EXECUTIVE SESSION

Commissioner Tomasheck made a motion to move into an executive session at 7:35 p.m. for fifteen (15) minutes as provided for in RCW 42.30.110(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. Motion carried 4-0.

After fifteen (15) minutes, staff requested another two (2) minutes.

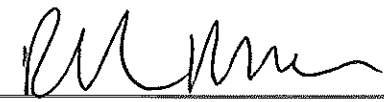
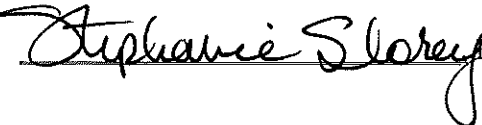
The executive session ended and moved back into the regular session at 7:52 p.m. with no action being taken.

Good of the Order

Adjourned 7:53 p.m.

Local Board Action Motions:

1. Motion to approve vacation conversion request for Kevin Anderson
2. Motion to approve the chief to enter into an agreement with Julota

Minutes submitted by: , Chair Mack
 Board Secretary