

Ambulance Hall

Brewster, WA

A regular meeting of the Board of Commissioners of Douglas Okanogan County Fire District 15 was called to order by Chairman Lonnie Fenton at 7:01 p.m. at the Ambulance Hall.

IN ATTENDANCE: Commissioners Lonnie Fenton, Kris Erlandsen, Tim Baird, F. Eric Zahn, Secretary Kaylee Jensen, EMS Director Tonya Vallance, District Chief Bill Vallance, Methow Station Chief Joe Kitzman, Pateros Station Chief Kerry Heen, Brewster Station Chief Victor Vargas, and Rocky Butte Station Chief Sal Rodriguez

Commissioner Kris Erlandsen arrived at the meeting at 7:05PM.

REMOTE ATTENDANCE BY PHONE OR COMPUTER: None

Oath of office was given to Commissioner Tim Baird.

***Consent Agenda***

**Board Consent Agenda**

Minutes 12/13/2021 regular meeting

Vouchers 12-27-2021, 01-10-2022

Fire District

December 27, 2021 Financials amounting to \$10,475.17

December 27, 2021 Payroll amounting to \$6,690.52

January 10, 2022 Financials amounting to \$11,770.65

January 10, 2022 Payroll amounting to \$6,413.45

Ambulance

December 27, 2021 Financials amounting to \$13,534.25

December 27, 2021 Payroll amounting to \$19,236.19

January 10, 2022 Financials amounting to \$6,660.94

January 10, 2022 Payroll amounting to \$19,226.08

Lonnie/Tim moved and seconded to approve all items on the Board Consent Agenda.  
Motion carried unanimously.

Oath of office was given to Commissioner Kris Erlandsen.

**REORGANIZATION:**

Tim/Eric moved and seconded to retain/appoint

CHAIRMAN: Lonnie Fenton

BOARD SECRETARY: Kaylee Jensen

STATION CHIEFS:

Pateros: Kerry Heen

Brewster: Victor Vargas

Methow: Joe Kitzman

Motion carried.

Tim/Eric moved and seconded to promote Captain Sal Rodriguez to Rocky Butte Station Chief and increase the stipend pay to \$200/ month. Motion carried.

Tim/Eric moved and seconded to retain the 2021 Board of Trustees for 2022 participation. Motion carried. (2022 Board of Trustees members include Lonnie, Kaylee, Tim, Joe, and Sal.)

SECRETARY REPORT: The December Secretary report was studied by the Commissioners. A check deposited in December 2021 for Pateros EMS taxes was returned and a fee charged due to an error in account or routing number. A replacement check will be provided along with reimbursement for the fee when a new batch of checks is received.

DISTRICT FIRE CHIEF REPORT: Chief Vallance reported communications with True North Emergency Equipment and provided a status update on the Apparatus ordered. Due to COVID19 the vendor has had some difficulties obtaining Chassis. A possible delay in completion date was discussed, but because the District has funding with Local Loan our project may be moved ahead of others. Chief Vallance will continue to follow-up with the vendor.

The Methow Station land agreement was updated to state the District would pay all the fees for the boundary adjustment. Commissioner Fenton signed the contract. 2021 Annual report was postponed to February regular meeting.

SOP/SOG COMMITTEE REPORT: Chief Vallance reported the committee discussed and reiterated the COVID19 protocols and will have something to present at next meeting.

PATEROS REPORT: Chief Kerry Heen reported firefighters responded to 6 calls including 4 structure fires and 2 fire alarm calls. Training activities included radio ops, extrication, SCBA, knot tying and some recruit activities. R&M on trucks and small equipment was completed.

BREWSTER REPORT: Chief Victor Vargas reported firefighters responded to 5 MVA incidents, 3 structure fire, 2 cancelled enroute or false alarms. Firefighters completed rescue training, ropes and knot tying, and forcible entry training.

ROCKY BUTTE REPORT: Chief Sal Rodriguez reported firefighters responded to one MVA incident due to fog. Firefighters continue to train with Brewster and completed forcible entry training.

METHOW REPORT: Chief Joe Kitzman reported firefighters completed station maintenance and snow removal. Methow firefighters responded to one structure fire in town. The last meeting was cancelled due to heavy snow accumulations.

EMS DIRECTOR REPORT: Tonya discussed Ambulance service rates and stated supply cost had tripled since last increase. No increase had been done since 2018. Discussion held.

Tim/Kris moved and seconded to increase 2022 ambulance service rates;

AMBULANCE RATES

|                    |       |
|--------------------|-------|
| Base rate          | Up 6% |
| Per mile           | Up 6% |
| Supplies as listed | Up 6% |

Motion carried.

Tim/Kris moved and seconded to increase all standby events ambulance and service contract fees 6%. Motion carried.

Bridgeport Automatic Aid Response agreement was discussed. Tonya was instructed by the board to discuss updating the agreement with the City of Bridgeport. The current rates will need to be increased significantly to cover District costs.

Long Term Care tax was discussed. The legislature and Governor Inslee announced plans to change or improve the program during the 2022 legislature session. It was unknown whether we would be required to remit payment back to January 01, 2022, the effective date of the legislation.

Commissioners directed the admin staff to withhold the tax from the employees checks for any checks issued after January 11, 2022 so that the District doesn't have a liability to pay the fees that should have been collected since we cannot go back and withhold them later from an employee's check. The District will be responsible for the fees for payroll issued on January 10, 2022.

NEW/UNFINISHED BUSINESS:

MEETING ADJOURNED AT 7:57 PM.

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Kaylee Jensen, Board Secretary

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Lonnie Fenton, Chairman