

West Klickitat Regional Fire Authority

Regular Meeting

119 NE Church Street White Salmon WA 98672.

Thursday November 21, 2024. 6:30pm.

- **The meeting was called to order at 18:45 by Vice Chair David Lindley.** (Following the Budget Hearing).
- **Flag Salute.**
- **Attendance:**
WKRFA Governing Board: Quorum: Jason Hartmann, Ben Giant, David Lindley, Robert Connor, Charles Virts.
Excused: Thomas Montag - *Motion to excuse Tom Montag made by Jason Hartmann, second by Ben Giant. (5 yay 0 nay) motion passed.*
Advisory groups/staff: Chief Wes Long, Chief Bill Hunsaker, Rozalind Plumb, Jennifer McLean.
- **Agenda:**
"Move to approve the agenda as presented" made by Jason Hartmann, second by Charles Virts, (5 in favor, 0 opposed) motion passed.
- **Minutes of October 17, 2024, Meeting.**
"Move to approve the minutes from the October 17th, 2024", made by Charles Virts, seconded by Ben Giant. (5 in favor, 0 opposed) motion passed.
- **Public Comments:** None
- **Administrative Secretary's report**
 - KCFD3 financial report is available via the KCFD3 website. No other WKRFA business to report currently.
- **Fire Chief's Report-** Chief's report was sent out last week for the kcf3 meeting, nothing much has changed. Chief Long noted that he and Chief Hunsaker will be meeting to prepare for the transition in January. Operationally, there are six volunteers signed up for Fire Academy. Chief Long discussed planning for culture and legacy of the RFA.
- **Training Report -** Fire Academy is coming up in January. There are four volunteers who want to get their EMT license. Historically this has been paid for by the Fire agency but there is not a class being offered in the country this year. The only local option is to take classes at the Columbia Gorge Community College and the cost is significantly higher. Jason Hartmann and David Lindly noted there may be scholarships available as they have connections at the college level. Overall, training is well attended. Last week there were 18 in attendance for the extrication training where vehicles were cut up.
- **Volunteer Representative Report.** None.
- **Information Only Items**
 - Board member Connor shared that the Snowden Community Council had the opportunity at their last meeting to see the new engine at station 32. Captain Grose helped give the tour and the community members are very grateful.

- Insurance update- the additional premium to bring White Salmon vehicles, equipment and staffing on will be \$2,962. Additional requests from the insurance underwriters includes details on cyber security. Cyber security is becoming a much greater risk which is why the bid for IT services is so important.
- IT Consultant- Staff have reached out to a consultant to help build the specifications for the IT service Bid, the service would also vet the vendors and help the hiring process. The quote for consultant services is \$12,000. The current budget for IT services for the year is \$13,000. The board discussed the options to go to bid. We know are current business environment, and we know what the insurance companies are looking at for risk liability, we also know we need technical support during business hours. We will also be looking for new workstations and setting up the White salmon station. Server, networking across stations, back up and phones. Decision to have staff build the RFP and send it to bid.
- EMS License has been completed.
- RFA logo and styling has been developed for t shirts etc.
- **Unfinished Business-** Follow -up Items. None noted.
- **Discussion Items**
 1. **Resolutions**
 - a. **Social Security for PERS employees**
 2. **Policies**
 - a. **Service Delivery Levels.** Discussion on the times for services from stations. Discussion on the wording of “statutory requirements” in the policies when it is not necessary as there are no statutory requirements. Chief to review and change wording as needed.
 3. **Agreements**
 - a. **White Salmon building Lease** – Chief Hunsaker presented the current Draft from the City. Discussion on the following sections:
 - Sunset/exit date. The city is working towards relocating but does not have finances to do so.
 - Future needs of the RFA for staffing and establishing dormitory rooms in the building.
 - “best effort “wording. There is no reason why they cannot give a report every 2 years.
 - Public Works section of the building.
 - Authorization for building adjustments requested by the RFA and ‘best effort to meet 45 days wording of the city.
 - Chief Hunsaker and Jason Hartmann will adjust the wording and have the agreement sent to RFA legal counsel before the next meeting (December 19).
 - b. **WFOA Health Benefits** – Interlocal agreement is required to participate in the health care program for staff under the new entity. The application for plans will follow the same plans that were offered under KCFD3 (with the exception of PPO Plus that is no longer being offered to ‘New entities’).

- c. **Bingen Automatic Aid** – This has been a longstanding agreement for automatic response from all the agencies paged out as SW Fire.

4. Other Discussion items:

- a. **Budget and Levy certification** – The Public Hearing occurred on November 21 prior to the regular business meeting.
- b. **Board Compensation / Stipends.**- Jennifer asked if the board would like to be paid now under KCFD3 payroll or if they could wait until the RFA has established everybody under payroll, and then pay for the 2024 WKRFA meetings in 2025. The board agreed to wait until 2025. Direction given, no motion not required.
- c. **Staff Contracts** – Discussion on the how the board would like to address the 2025 staff contracts. Discussion on the budget and how it has a buffer for wage increases. The individual contracts and any wage and salary adjustments are still to be determined by the board. Contracts will be sent to the board ahead of the December meeting.

- **Action Items**

1. Resolutions

2024-16 Social security for pers employees. - *“Motion to approve Resolution 2024-16 Social security for pers employees.” made by Jason Hartmann, second by Charles Virts, (5 in favor, 0 opposed) motion passed.*

2. Policies

Levels of Service, Petty cash and sexual abuse and misconduct. - “Motion to approve the policies 400.01 through 400.08, and 300, and 200.05 petty cash.” Made by Charles Virts. second By Jason Hartmann. (5 in favor, 0 opposed) motion passed.

3. Agreements

- a. **Health Benefits** – Move to approve the agreement with WFCA for health Benefits” made by Jason Hartmann. Second by Charles Virts *(5 in favor, 0 opposed) motion passed.*
- b. **Bingen Automatic Aid Agreement** – *“Move to approve the interlocal agreement and authorize Chief Long to sign it” made by Charles Virts. Second by Jason Hartmann, (5 in favor, 0 opposed) motion passed.*

4. Other Action Items as needed.

- a. **Budget and Levy certification-**
“Move to approve the 2025 Budget” made by Jason Hartmann. Second by Robert Connor. (5 in favor, 0 opposed) motion passed.
“Move to approve the levy certification amount of \$1,344,249.62.” made by Charles Virts. Second by Jason Hartmann. (5 in favor, 0 opposed) motion passed.

- **Executive Session (not needed).**

- **Good of the order-**
- **Next Meeting:**
Regular Board meeting December 19th 18:30. Location: White Salmon Fire Station.
- **Motion to adjourn:**

Motion to adjourn made by Bob Connor seconded by Charles Virts. (5 in favor 0 opposed). Motion passed

Meeting adjourned 20:19.

APPROVED:

 12/19/24
WKRFA Chair -Thomas Montag (date)

Attest:


Secretary Rozalind Plumb