



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

SPECIAL MEETING MINUTES

WEDNESDAY, FEBRUARY 15, 2023 – 6:00PM

ENUMCLAW CITY HALL COUNCIL CHAMBERS

The Board of Commissioners of the Enumclaw Fire Department will hold a Special Meeting at Enumclaw City Hall Council Chambers with a virtual option via Zoom.

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 876 1256 1810

Link to Join: <https://us02web.zoom.us/j/87612561810>

1. CALL TO ORDER

- Meeting called to order at 6:07pm by Commissioner Trachte

2. FLAG SALUTE

- Led by Commissioner Trachte

3. ATTENDANCE

- Present: Amy Trachte-Commissioner, Jim Zoll-Commissioner, Jenny Jones-Commissioner, Randy Fehr-Fire Chief, Ben Hayman-Deputy Fire Chief, Laura Buckley-Acting District Secretary/Finance & HR Specialist
- Absent: Eric Heintzinger
 - **Board Action:** Motion made by Commissioner Jones to record Commissioner Heintzinger as excused absence, seconded by Commissioner Zoll. All in favor 3-0.
- Absent: Angie Stubblefield
 - **Board Action:** Motion made by Commissioner Jones to record Commissioner Stubblefield as excused absence, seconded by Commissioner Trachte. All in favor 3-0.

4. PUBLIC COMMENT

- None

5. EXECUTIVE/EXEMPT SESSION

A. RCW 42.30.110

1) Enumclaw Firefighters Union Local 3931 CBA

- A thirty-minute executive session was called at 6:08 PM per RCW 42.30.110 to discuss with legal counsel representing Enumclaw Fire Department matters relating to agency enforcement actions, or to discuss with legal counsel representing Enumclaw Fire Department litigation or potential litigation to which Enumclaw Fire Department, the governing body, or a member acting in an official capacity is or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to Enumclaw Fire Department.

A fifteen-minute extension was added to the executive session at 6:38 PM.

A five-minute extension was added to the executive session at 6:53 PM.

The regular meeting reconvened at 6:58 PM.

6. ANNOUNCEMENTS & PRESENTATIONS

- None

7. APPROVAL OF MEETING MINUTES

A. Regular Meeting January 18, 2023

- **Board Action:** Motion made by Commissioner Jones to approve Regular Meeting Minutes from January 18, 2023, seconded by Commissioner Zoll. All in favor 3-0.

8. REGULAR BUSINESS

A. CORRESPONDENCE

- None

B. FINANCIALS

1) Approval of Expenditures – Exhibit A

- a) 2023 General Operating Fund Expenditures - \$517,698.85
- b) 2023 Capital Outlay Fund Expenditures – \$0.00

- **Board Action:** Motion made by Commissioner Trachte to approve expenditures from the General Operating Fund for \$517,698.85 as presented in Exhibit A, seconded by Commissioner Jones. All in favor 3-0.

2) Cash Balances

a) January 31, 2023

- a. General Operating Fund – \$2,636,604.69 (2022 - \$1,984,727.32)
- b. Capital Outlay Fund - \$5,595,171.93 (2022 - \$5,420,365.46)

b) February 9, 2023

- a. General Operating Fund – \$2,638,160.62
- b. Capital Outlay Fund - \$5,595,171.93

3) Financial Report – Laura Buckley

C. FIRE CHIEF'S REPORT

- 1) Chief Randy Fehr
- 2) Deputy Chief Ben Hayman

D. RESOLUTIONS

- None

E. COMMITTEE UPDATES

- None

9. MEETINGS

A. Next Regular Meeting

- 1) March 15, 2023, at 6:00pm

10. OLD BUSINESS

A. Long-Term Care Provider Letter

- Chief Fehr informed the board he received a “Dear Provider” letter from WA State Department of Social Health Services (DSHS) providing guidelines to Long Term Healthcare (LTC) and Assisted Living Facilities (ALF) providers on when to call 911. This letter was sent to Attorney Snure along with the new provider letter drafted by Enumclaw Fire Department for review; this replaces the letter Enumclaw Fire Department distributed in 2016. The letter under legal review states Enumclaw Fire Department has legal authority to invoice LTC/ALF providers for inappropriate use of 911. A sliding billing scale is outlined for multiple dispatches to the same location. Chief Fehr requests permission from the board to proceed with the distribution of the letter to LTC/ALF providers within Enumclaw Fire Department’s response area once he receives the amended resolution back from Attorney Snure, including the CARES program involvement.

- **Board Action:** Motion made by Commissioner Trachte to approve the Resolution and Fee Schedule letter for Long Term Care invoicing, seconded by Commissioner Jones. All in favor 3-0.

11. NEW BUSINESS

- None

12. PUBLIC COMMENT

- None

13. GOOD OF THE ORDER

- Commissioner Jones thanked the board for their patience with her tardiness.

14. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Trachte to adjourn the meeting at 7:26 PM, seconded by Commissioner Jones. All in favor 3-0.

Approved by:

Amy Trachte

Amy Trachte (Mar 22, 2023 11:01 PDT)

Amy Trachte, Chairperson

Laura Buckley

Laura Buckley (Mar 20, 2023 11:42 PDT)

Laura Buckley, Acting Board Secretary











2.15.2023 EFD Board of Commissioners Minutes

Final Audit Report

2023-03-22

Created:	2023-03-20
By:	Erinn Tinney (etinney@enumclawfire.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFoNQ55cedxdau2agRBoSZJ9BQKyj7bpT

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