



Regular Meeting Minutes  
May 27, 2025

The Regular Meeting of the Board of Fire Commissioners of Spokane County Fire District 9 was held May 27, 2025, at the district's administrative office at 3801 East Farwell Road, Mead, Washington and via Zoom.

Chairman Gregory M. Anderson called the meeting to order at 6:15 p.m.

Members present were Chairman Gregory M. Anderson, Commissioner Brian A. Mather, Commissioner James E. Bennett, Fire Chief Matthew T. Vinci, District Secretary Allison M. Sargent, Assistant Chief Douglas M. Bleeker, Assistant Chief Daniel W. Cecil and Division Chief Douglas G. Strong.

Guests in Attendance: Randy Meck and Matt Von Steuben

All in attendance joined in the Pledge of Allegiance.

**Public Comments**

No comments were received.

**Approval of the Consent Agenda**

Commissioner Bennett moved TO APPROVE THE MEETING MINUTES OF MAY 13, 2025, AS PRESENTED. The motion was seconded by Commissioner Mather and unanimously approved.

Commissioner Mather moved TO APPROVE THE BILLS AS LISTED ON THE VOUCHER APPROVAL DATED MAY 27, 2025, BEGINNING WITH WARRANT #115361 THROUGH #115378 IN THE AMOUNT OF \$16,831.75 ALSO TO CERTIFY THE DIRECT PAY TRANSFERS IN THE AMOUNT OF \$13,719.82, PLUS THE MAY 15, 2025 PAYROLL IN THE AMOUNT OF \$577,627.17. The motion was seconded by Commissioner Bennett and unanimously approved.

**Chief Reports**

Chief Strong gave an update on Engine 94, Tower 91, Engine 93 and Engine 942. All back flow preventors throughout the district facilities tested and passed. This is an annual test required by our water purveyors.

Chief Bleeker reviewed the April 2025 Incident Reports with the Board. All computers have been updated to accommodate Windows 11. The next phase of software updates involves migrating to Microsoft 365, including Microsoft Teams, One Drive and Share Point starting sometime in June. Stations wi-fi connections are also being upgraded with the goal of point-to-



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point coverage in every station. This will improve tasks like truck checks, ESO reports and Streetwise.

Chief Vinci let the Board know we are continuing data uploads to Dark Horse with a two-week check in meeting scheduled later this week. This project is currently ahead of schedule. Chiefs have been working with Local 2916 on a six-month rotation opportunity for someone from the line to assist in administration. A posting for this position will be available June, 1<sup>st</sup>. The position will be open to senior firefighters, FEOs, lieutenants or captains.

ASB is waiting on AMR's review of the contract language, particularly regarding liquidated damages. A private-public partnership working group has been established to explore possibilities with AMR or other providers.

HB1258 was approved and signed, but the exact impact is still being determined. Mediation between the city and county is set for the first week of June.

Chief Vinci has been in communication with the regional manager for Washington State Parks regarding a new interlocal agreement to support training, resources, and equipment. The district will be compiling data on incidents, staff hours, and equipment costs to propose an annual fee. He has also been in communication with the Mead School District regarding standbys for sporting events with the hopes of an interlocal agreement as well.

The annual report to the auditor is due on June 30<sup>th</sup>. The goal moving forward is to always present this report to the Board a month in advance. April's financial report will be available at the next board meeting. The plan is to have a standing agenda item for financial reports at the second board meeting of each month.

**Old Business**

- a) None

**New Business**

- a) Commissioner Mather moved TO APPROVE THE FEE STRUCTURE AS PRESENTED IN EXHIBIT B AND TO AUTHORIZE THE FIRE CHIEF TO EXECUTE A MASTER CONTRACT WITH TCA ARCHITECTS FOR THE COMPLETION OF A FACILITIES ASSESSMENT AND DEVELOPMENT OF A CAPITAL FACILITIES PLAN, AS OUTLINED IN EXHIBIT A. The motion was seconded by Commissioner Bennett and unanimously approved.
- b) Commissioner Bennett has expressed his concerns regarding dead debris and trees on North Five Mile Road. Chief Shindelar is assessing the possibility of rolling it into a fuel mitigation project. The challenge would be multiple property owners and the expenses of removing trees on the hillside.



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**Executive Session**

Assistant Chief Bleeker, Division Chief Strong, Captain Meck and Captain Von Steuben were excused from the meeting in preparation for Executive Sessions.

Chairman Anderson announced at 7:25 p.m. that the Board was going into a 15-minute Executive Session to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, 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 the agency per RCW 42.20.110(1)(i).

Chairman Anderson called the meeting back to order at 7:28 p.m.

Chairman Anderson announced at 7:28 p.m. that the Board was going into a 15-minute Executive Session to review the performance of a public employee per RCW 42.30.110(1)(g).

At 7:43 the executive session was extended for an additional 20 minutes.

Chairman Anderson called the meeting back to order at 8:03 p.m.

With no further business, Chairman Anderson adjourned the meeting at 8:07 p.m.

Respectfully submitted,

Allison M. Sargent  
District Secretary

APPROVED:

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*Chairman Gregory M. Anderson*