



Regular Meeting Minutes  
August 26, 2025

The Regular Meeting of the Board of Fire Commissioners of Spokane County Fire District 9 was held August 26, 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 Nathan P. Jeffries, Assistant Chief Douglas M. Bleeker, Assistant Chief Daniel W. Cecil, Division Chief Douglas G. Strong, Division Chief Bobby J. Shindelar, and Finance Manager Chad M. Heaton.

Guests in Attendance: Whit Spencer

All in attendance joined in the Pledge of Allegiance.

**Approval of the Agenda**

Commissioner Bennett moved TO APPROVE THE AMENDED AS IS. The motion was seconded by Commissioner Mather and unanimously approved.

**Public Comments**

No comments were received.

**Approval of the Consent Agenda**

Commissioner Bennett moved TO APPROVE THE MEETING MINUTES OF AUGUST 12 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 AUGUST 26, 2025, BEGINNING WITH WARRANT #115578 THROUGH #115598 IN THE AMOUNT OF \$23,676.37 ALSO TO CERTIFY THE DIRECT PAY TRANSFERS IN THE AMOUNT OF \$20,645.72, PLUS THE AUGUST 15, 2025 PAYROLL IN THE AMOUNT OF \$679,365.50. The motion was seconded by Commissioner Bennett and unanimously approved.



## *Regular Meeting Minutes – August 26, 2025*

### **Chief Reports**

Chief Cecil gave an update on the new SCBA fit testing's which are almost complete and entered into Vector Check it thanks to Captain Fry. Cecil recently met with Chief Cato from Pend Oreille County Fire to discuss transport billing. The active-duty officer program is going well; task books were delivered today.

Chief Vinci let the Board know the letter of intent has been signed with Horton to purchase three ambulances. There have already been multiple meetings with Horton, including a demo unit inspection by crews at Station 92. Two units are anticipated to be ready in November with the third ready in December. Crews will be sent out to inspect the completed units. The min/max assessment white paper is in final draft, with the presentation to Trauma Council on September 9<sup>th</sup>. We currently have 26 letters of support, including all five county commissioners, state senators & representatives, and various associations. Chief Vinci thanked Chief Jeffries and acknowledged all his hard work on the budget revenue estimates. Passing the transport fee policy will impact revenue due to the resident waiver program. Dark Horse has modeled different scenarios, indicating that stations 91, 92, and 94 are the best locations for the three transport units.

Facility walkthroughs have been completed and operational interviews are scheduled for September 2<sup>nd</sup> with representatives from all stations, administration, support services, and volunteers. A strategic planning facilitator RFP will be issued to help bring everything together in early 2026.

A DRS audit has been completed with one recommendation: a form should be signed by returning employees to ensure additional time spent in a part-time position does not get DRS credit.

### **Old Business**

- a) Chief Vinci discussed the future Ambulance Transport Budget. The district has been working with Systems Design on transport fee revenue and GEMT revenue. Systems Design is recommending a BLS transport rate of \$2000 and an ALS rate of \$2500 with a \$30 per mile rate. They currently have a 95% collection rate of what they bill on a daily basis. The billing charge from Systems Design is approximately \$25 per transport, totaling \$75,000 annually. Current projections do not include auto aid.
- b) The transport fee policy was discussed, including feedback from Legal. The policy will use the region CPI to be applied to transport rates. A section for non-residents was added, allowing for collections with a charity waiver process. These will be available on our website and publicized.

Commissioner Mather moved TO ADOPT SOP 720 TRANSPORT FEES. The motion was seconded by Commissioner Bennett and unanimously approved.



*Regular Meeting Minutes – August 26, 2025*

**New Business**

- a) Chief Vinci gave an update on the current Back-Up enter. SREC will be moving out of their existing building and looking to move into our back-up center until their new building in the valley is finished. The current expended move in date to their permanent location is October 2026 with a contingency of December 2026. They are looking to move into the D9 center in phases, working with Chief Strong, Cecil, and Jeffries. They have discussed the potential impacts of using the backup center for up to 14 months. SREC is willing to cover all additional expenses during their 14 months stay, ensuring it won't cost District 9. SREC recently had a conversation with SPD and SFD about SPD moving their backup completely out of D9's center to give SREC all of that space. There are currently no existing interlocal agreements with either SPD or SREC. Chief Vinic recommends that the Board enter into an interlocal agreement with both to outline cost allocations for the next 18 months. We are currently working with legal to finalize agreements.
- b) Overtime dashboards were presented to the Board, reflecting work by Chief Jeffries, Finance Manager Heaton, and others. Pages break down costs by cost center, such as EMS and suppression. These numbers reflect data through July 15<sup>th</sup>, which was 53% of the budget year. There are still red flags with overtime, and the chiefs are working to analyze and prioritize requests.
- c) Looking at future Board meeting dates, the first November meeting will be changed due to falling on Veterans Day and the administration office will be closed.

Commissioner Mather made a motion TO MOVE THE NOVEMBER 11<sup>TH</sup> BOARD MEETING TO MONDAY NOVEMBER 10<sup>TH</sup> AT 6:30 PM. The motion was seconded by Commissioner Bennett and unanimously approved.

**Executive Session**

None

With no further business, Chairman Anderson adjourned the meeting at 8:34 p.m.

Respectfully submitted,

Allison M. Sargent  
District Secretary

APPROVED:

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*Chairman Gregory M. Anderson*

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