



## MINUTES

### BOARD OF FIRE COMMISSIONERS REGULAR MONTHLY MEETING

September 12, 2023

The East Grays Harbor Fire and Rescue Board of Commissioners met at Station 5-5, located at 112 N. 2<sup>nd</sup> Street, Elma, WA 98541, for the regular monthly business meeting at 7:00 p.m. on September 12, 2023, and on Microsoft Teams.

1. **Call to Order:**  
Called to order at 7:00pm by Commissioner Hauge.
2. **Pledge of Allegiance:**  
Pledge of Allegiance.
3. **Mission Statement:**  
Mission Statement.
4. **Roll Call:**  
Commissioner Reinhart, Commissioner Krouse, Commissioner Hauge, Commissioner Borden, Chief Ward & Secretary Monica Thomas. Commissioner Patton excused.
5. **Approval of the Agenda:**  
Commissioner Reinhart made a motion to approve the agenda. Seconded by Commissioner Borden. Motion carried.
6. **Approval of the Minutes:**  
Commissioner Borden motioned to approve the August 8, 2023, meeting minutes. Seconded by Commissioner Reinhart. Motion carried.
7. **Awards/Appreciation/Introduction/Swearing in:**  
None
8. **Financial:**
  - a. Approval of Expenses
    - (1) **2<sup>nd</sup> Batch for August 2023**
      - a. Commissioner Reinhart made a motion to approve EMS 500 transactions 938 through 942. Seconded by Commissioner Borden. Motion carried.
      - b. Commissioner Borden made a motion to approve general transactions 943 to 960, seconded by Commissioner Reinhart.



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Discussion/Reminder on proper procedure on Purchase Orders:  
Motion carried.

#### (2) 1<sup>st</sup> Batch for September 2023

- a. Commissioner Borden made a motion to approve payroll items transactions 1009 to 1012, seconded by Commissioner Krouse. Motion carried.
- b. Commissioner Borden made a motion to approve EMS transactions 1048 to 1051, seconded by Commissioner Krouse. Motion carried.
- c. Commissioner Borden made a motion to approve General transactions 1052 to 1068. Seconded by Commissioner Krouse. Discussion on purchase orders and proper way to fill them out with unit number or serial numbers. Let's try and stick with state bid on tires unless it is an emergency. Motion carried.

#### b. **Review of August Payroll:**

No action required and caught up on all backpay.

#### c. **Approval of September Draw and Payroll:**

Commissioner Reinhart made a motion to approve September Draw and Payroll, seconded by Commissioner Krouse. Motion carried.

#### d. **Review of month-end reports:**

No action required and no discussion.

#### 9. **Communications:**

None

#### 10. **Chief's Report:**

- a. Captains Reports- No B-shift report. See attached copy of Chief's report.
- b. Maintenance Report- See attached copy of Chief's report.

#### 11. **Old Business:**

- a. Lexipol – Nothing new to report, hopefully will be able to report on progress at the next meeting.
- b. Chief Ward- Living Quarters- Had an agreement drawn up and the attorney gave the ok. Commissioner Borden motions to accept living quarters agreement. Seconded by Commissioner Reinhart. Motion carried.



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12. **New Business:**

- a. Prothman- Chief Ward would like to hire Prothman again to set up an ad and advertise for the executive administrative assistant position. Commissioner Borden motions to hire Prothman. Seconded by Commissioner Reinhart.
- b. World Firefighter Combat Challenge- Chief Ward did a video presentation. Takes place Oct 4-8, 2023. Would like to take duty time instead of vacation time. EGHFR would be represented by Chief Ward. Get the word out to the community. Granted by Commissioners.

13. **Public Comment:**

L. Wright wants to thank the Chief Ward for all his work. Did question about Teams- the public are having issues connecting during meetings. Asked about the Function of the Commission.

14. **Commissioner Comments:**

- a. Commissioner Hauge – Thank you FF/Medic Stumpf for your service.
- b. Commissioner Patton- Excused
- c. Commissioner Krouse – Thank you FF/Medic Stumpf and Chief Ward.
- d. Commissioner Borden- Thank you to all staff.
- e. Commissioner Reinhart – Thank you to Chief Ward for your continued support, thank you staff and all. Sorry to see you leave FF/Medic Stumpf and thank you.

15. **Meeting of Local Board of Volunteer Firefighter's Council**

None

16. **Executive Session:**

The Commissioners went into executive session per RCW 42.30.140(4) at 7:54pm for 10 minutes. Regular meeting resumed at 8:04pm.

Hired an attorney for the L&I appeal and hearings. They will be sitting in on the hearings. Closing hearing by end of September. Commissioners Krouse and Borden will sit in the hearing along with Chief Ward.

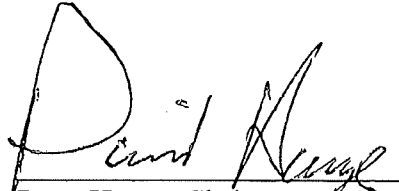
17. **Adjournment:** - Motion to adjourn at <sup>8</sup>7:13pm by Commissioner Reinhart, seconded by Commissioner Borden. Motion carried.



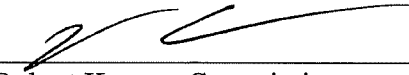
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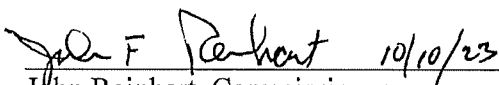
BOARD OF FIRE COMMISSIONERS  
REGULAR MONTHLY MEETING


Approved this October 10, 2023.

  
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Dave Hauge, Chairman

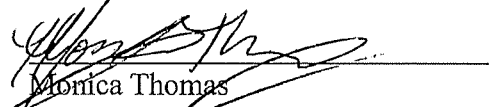
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Eric Patton, Commissioner

  
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Robert Krouse, Commissioner

 10/10/23  
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John Reinhart, Commissioner

  
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Jacob Borden, Commissioner

ATTEST:

  
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Monica Thomas  
District Secretary