

**Klickitat County Fire District 3
200 Husum Street Husum, WA 98623
Commissioner's Special Meeting
April 10, 2023, at 07:00 (7 am).**

This meeting was available using remote online video and telephone technology. The district posted notice of how to access the meeting (Website, main office door and Post office).

Call to order: 7:00 a.m.

Attendance

Commissioner Montag (Chair), Commissioner Connor (Vice Chair via zoom), Commissioner Virts – (Quorum), Staff/volunteers: Wes Long (Fire Chief), Rozalind Plumb (Dist. Secretary), Jennifer McLean (Admin. Assistant), Bob Merritt (mHc Associates)
Via Zoom : Eric Bosler (Fire Prevention/BVFF), Thomas Crumpacker (Vol. FF),

Approval of agenda

"Move to approve the agenda for April 10 as presented" -made by Commissioner Virts, seconded by Commissioner Connor. (3 yay, 0 nay) motion passed.

**07:10 -Temporarily adjourned for estimated 20 minutes due to unforeseen circumstances.
Meeting called back in order at 7:40 a.m.**

1. City of White Salmon /Cooperative Services.
mHc Consultant Bob Merritt presented a bound final report from the task force. The purpose of the document is to provide findings and recommendations from the task force.
Bob reviewed the recommendations of the task force with the board.
 - There are gaps in service.
 - The greater White Salmon area would be better served by a regional approach.
 - A dedicated funding source is needed.

The task force looked at options:

- Annexation (the district has control of fire services in the city)
- Joint operation (both entities contribute funding to the fire district)
- Contract for services (The city pays the district for services)
- Regional Fire Authority (RFA).

The RFA was the only option that adequately supplied the services desired, the funding mechanism, and the best method of joint government representation.

Task Force recommendations:

- A. Create a regional RFA
- B. Create a consistent funding source for the RFA
- C. Create Annual and long-term budgets to meet identified needs
 1. Volunteer recruitment program
 2. Volunteer training program

3. Leadership development program
 4. Community education and engagement program
 5. Future equipment and facility needs.
- D. Recruit and retain an excellent corps of volunteers
 - E. Create performance goals, publicly track data & report annually
 - F. Coordination and coverage with EMS
 - G. Offset White Salmon resident property taxes
 - H. Provide community education and engagement

Regional Fire Authority Overview (see hand out)

There are 9 sections

1. RFA Formation Authority
2. RFA Jurisdictional boundaries
3. Governing Board
4. Funding
5. Services/standard of coverage
6. Organizational structure/administration/management/personnel components
7. Operations and delivery system
8. Prevention/ public education service
9. Support services

Draft Regional Fire Authority Plan (see hand out)

The plan will lay out the formation, authority, and governance of the RFA.

Commissioners will need to consider and make recommendation on:

- How the Governing Board of the RFA will be made up. E.g., The district will provide the 3 elected commissioners to represent the fire district on the RFA Governance Board. The city may provide 2 or 3 elected council members to represent the city on the RFA Governance Board. Consideration should be given to the prospect of tied votes if there are an even number on the board.
- Funding – How the RFA will be funded.
- Transfer of Assets- Will all district assets become RFA property?

Next steps:

- Agree with White Salmon to enter a planning phase for an RFA.
- Form a planning committee with representation from each agency
- Staff from each agency will draft the plan (based on existing RFA Plans).
- The Planning Committee will review, approve and recommend the plan to the commissioners and the city Council.
- The plan will need to be adopted by the city and the commissioners.
- The plan will be made available to the public for review.
- To be on the August ballot the plan must be approved by each agency and submitted to the county before May 12.
- The plan will be voted on by the constituents of KCFD3 and the city of White Salmon.
- If approved by vote in August, the RFA would go into effect on **October 1 2023**.
- Tax Funding for the RFA will begin to be collected in April 2024.
- How will the new RFA be funded in the 1st few months before tax revenues are received?

If approved by vote there will be a transitional period when administrative staff will need to move everything to the new RFA. Bob Merritt supplied an example 'Transitional Matrix' from Benton County (see handouts).

2. Resolution 2023-9 authorizing the 3 fire district commissioners to participate in a Regional Fire Authority Planning Committee with the City of White Salmon.

The board discussed the need for the resolution and will take action on the resolution at the next regular meeting on April 13th 2023.

3. Special Joint Meeting April 19th, 2023, 4:30pm White Salmon.

The task force will present their recommendations and there will be time to ask questions.

○ Next meeting: Regular meeting: Thursday April 13th 3:00 pm.

○ ADJOURN.

"Move to adjourn the meeting." made by Commissioner Connor, seconded by Commissioner Virts. (3 yay, 0 nay) motion passed.

○ Meeting adjourned at 09:28 hrs.

APPROVED BY:

Attest:

Thomas Montag 4/13/2023
Chairman – Commissioner Thomas Montag (date)

Rozalind Plumb
District Secretary Rozalind Plumb

Robert Connor 4/13/23
Commissioner Robert Connor (date)

Charles Virts 4-13-23
Commissioner Charles Virts (date)