



# GRANT COUNTY FIRE DISTRICT #3

1201 CENTRAL AVENUE S • P.O. BOX 565 • QUINCY, WA 98848

P: (509)787-2713 | WWW.GCFD3.NET

COMMISSIONERS: KEVEN CHILD, CARL YEATES, RANDY ZOLMAN

DISTRICT SECRETARY: APRIL STUCKY

## Regular Commissioner Meeting

Wednesday  
April 9, 2025

### CALL TO ORDER and PLEDGE OF ALLEGIANCE

The Grant County Fire District #3 Commissioners met on April 9, 2025, at 9:30 a.m. at the Main Station. Chairman Child called the meeting to order and led the Pledge of Allegiance. Attendees included Commissioners Child, Yeates, Zolman, Chief Durfee, District Secretary Stucky, Carmen Weber. Guest: Council member Jim Kling as the representative for the City of Quincy. Mr. Nickel with Fitch and Associates.

### PRESENTATIONS/AUDIENCE

Mr. Nickel from Fitch and Associates expressed his gratitude to the Board for the chance to collaborate on our EMS comprehensive plan. He also provided the Board with an update on the ongoing project.

### APPROVAL OF AGENDA/CONSENT AGENDA ITEMS

The agenda and consent agenda items for the commissioner meeting on April 9, 2025, were presented to the Board. With no additional discussions, changes, or corrections from the Board, a motion was made and seconded (RZ/CY, unanimously approved) to approve both the agenda and consent agenda. The motion carried to approve both the agenda and the consent agenda.

### AGENDA ITEMS

#### CHIEF'S REPORT:

Chief's Monthly Overview: Chief Durfee shared the following update:

- Sweet Clover Farm has successfully completed the land acquisition for a future station, and the property has been officially transferred to the Fire District.

The Board also wanted to express their appreciation for the diligent efforts of Chief Durfee in bringing this project to fruition.

- As America prepares to celebrate its Semi-Quincentennial—250 years—we have been invited by Quincy Valley Historical Society & Museum to take part in various



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events throughout the coming year. Our first event, the Paul Revere Ride, is scheduled for the week of April 14, 2025.

- Community sessions for 98848 Community Vision Project will be taking place next week, and the commissioners have been invited to attend.
- Community First Aid/CPR classes have commenced. We've posted the class schedules on our website and shared them on Facebook.
- We are excited to participate in the Chief for a Day event again this year, which will occur on June 12, 2025.
- Training season is underway, with staff engaged in various training sessions, including FSLA, Fire school, Training Officer's, Mechanic's and Chiefs conferences, IFSAC Instructor 2, just to name a few. Some staff have already completed their training, while others are still in the process.
- We will be arranging a meeting with the City of Quincy in May to review our annual contract and service fees.
- The fire coverage contract for Live Nation at the Gorge Amphitheater will be finalized in May, as the Gorge season approaches.
- A summer deployment plan for staffing is currently in development.
- We have successfully transitioned to ESO's EHR medical records reporting database, as mandated by the State of Washington.
- All stations are now equipped with gear racks for Personal Protective Equipment (PPE).
- We have obtained a Genie man lift, which will be used for facility maintenance, along with a 2008 Zodiac Hurricane that will greatly enhance our response capabilities for water emergencies across multiple stations. We will be launching a training program for the boat's operation in the upcoming months. Both capital items were acquired through a Surplus program and at a minimal cost to the District.
- Chief Durfee requested approval for out-of-state travel for up to four personnel. The purpose of this trip is to conduct the final inspection and facilitate the transportation of the new Rescue back to Quincy, a tentative schedule is set for mid-June.

With no further discussions, changes, or corrections from the Board, a motion was made and seconded (RZ/CY, unanimously approved), to approve out-of-state travel for up to 4 personnel in June.

### City of Quincy Report:

Chief Durfee shared updates on several key topics listed in his report. See the attached report.



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Personnel: Chief Durfee shared the following update:

- Chief Durfee announced to the Board that Jeff McCarty has accepted the firefighter position and will begin on April 14, working daytime shifts for the first two weeks.
- Chief Durfee informed the Board that the resident program will be at full capacity once the three presented volunteers are approved, with five additional candidates on the waiting list. He also recognized the dedicated efforts of Asst. Chief Horst and the entire staff for their hard work on the resident program.
- Chief Durfee addressed the upcoming Pinning Ceremony for FF Wezenberg and proposed that a special meeting be scheduled for June 12, 2025, at 18:30. The Board approved of a Special Meeting for the Pinning Ceremony.

New Volunteers presented to the Board:

- Logan Anderson, Resident
- Destiny Marshall, Resident
- Ethan Thomas, Resident

Chief Durfee presented a list of new volunteers to the Board. With no additional discussions, changes, or corrections from the Board, a motion was made and seconded (RZ/CY, unanimously approved), to accept the candidates pending physical and standard background check. The motion carried to accept the volunteers pending physical and standard background check.

DISTRICT SECRETARY/HR/FINANCIAL REPORTS:

Voucher/Payroll Approval:

Vouchers have been audited and certified by the Auditing Officer as mandated by RCW 42.24.080, along with expense reimbursement claims certified in accordance with RCW 42.24.090. These have been documented on a list that is accessible to the Board.

Vouchers:

- EMS: 250401- 001 – 017:     \$28,812.17
- FIRE: 250402- 001 – 035:     \$81,170.54



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### Payroll Dates:

- March 21, 2025
- April 4, 2025

District Secretary Stucky presented the vouchers and payroll to the Board. With no additional discussions, changes, or corrections from the Board, a motion was made and seconded (RZ/CY, unanimously approved), to approve the presented vouchers and payroll. The motion was carried to approve the presented vouchers and payroll.

The March checks were cross-checked with the submitted cover sheet, and vendor names/amounts were confirmed by Department Secretary Yelena Volkov.

### Financial Statement Report: (February)

District Secretary Stucky received and reviewed the financial statements for February. The review confirmed that all accounts and funds are balanced, with no discrepancies identified. All submitted documentation met the required reporting standards and was provided on time. The reconciliation process verified the accuracy and integrity of the district's financial records, with no errors, omissions, or irregularities noted.

The district's financial position for February is accurate and stable, and no further action is required regarding the financial statements for this period.

### UNFINISHED BUSINESS:

#### EMS Comp. Plan:

Chief Durfee and Mr. Nickel, with Fitch and Associates, presented the following updates regarding the EMS Comp. Plan.

- Chief Durfee and Mr. Nickel conveyed their appreciation to Department Secretary Volkov for the dispatch data, which is notably difficult to acquire and serves as a key component for their study. They also wished to thank the staff for their quick response in supplying the other requested information.
- The scope of the study was reviewed, focusing on areas such as service duplication and service levels, funding opportunities, resource optimization, and employing objective, data-driven insights for recommendations aimed at long-term planning and area stabilization.



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- Mr. Nickel summarized the onsite meetings he conducted with the Fire District, the City of Quincy, and Columbia EMS. He has also arranged a meeting with Quincy Valley Medical Center.
- Recommendations will be formulated based on objective data and national performance standards.
- The evaluation will include an analysis of community demographics, growth trends, community expectations, and a risk assessment.
- The estimated completion time is mid-July, provided that only minimal data delays arise.

### Labor Negotiations:

Chief Durfee provided the Board with an update on the status of the Labor Negotiations, noting that they are currently in the process of scheduling meeting dates.

### NEW BUSINESS:

#### Resolution 25-04-01: Policy and Procedure changes:

District Secretary Stucky introduced Resolution 25-04-01, regarding changes to the Policy and Procedure manual; please refer to the meeting packet for details. With no additional questions, comments, or discussions from the Board, a motion was made and seconded (RZ/CY, unanimously approved), to adopt Resolution 25-04-01. The motion carried, and the changes to the Policy and Procedure manual were officially adopted.

#### Resolution 25-04-02: Amend FY 2025 Budget:

District Secretary Stucky introduced Resolution 25-04-02, regarding changes to the FY 2025 Budget; please refer to the meeting packet for details. With no additional questions, comments, or discussions from the Board, a motion was made and seconded (RZ/CY, unanimously approved), to adopt Resolution 25-04-02. The motion carried, and the changes as presented to the FY 2025 Budget were officially adopted.

#### Department of Enterprise Services–Federal Surplus–Agreement

Chief Durfee presented the Department of Enterprise Agreement to the Board for approval. With no additional questions, comments, or discussions from the Board, the Board authorized Chief Durfee to sign the agreement.



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### EXECUTIVE SESSION:

No Executive session called.

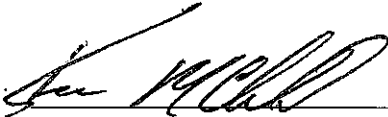
### ADJOURNMENT

The next Regular Commissioner meeting is scheduled for:

- Date: May 14, 2025
- Time: 9:30 a.m.
- Location: Main Station, 1201 Central Ave. S, Quincy WA 98848

With no additional business to discuss. A motion was made and seconded (CY/RZ, unanimously approved), to adjourn the meeting. Motion carried to adjourn the meeting at 10:20 a.m.

By Chairman



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By Secretary:



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