REDMOND FIRE & RESCUE
BOARD MEETING MINUTES
February 19, 2025

BOARD PRESENT: Vice President Jessica Meyer, Secretary/Treasurer John Blanton, Member Earl Fisher, and Member Amanda Joe Luelling.

STAFF PRESENT: Fire Chief Ryan Herrera, Deputy Chief Dustin Miller, Human Resources Manager Diane Cox, CFO Jodi Burch, Fire Marshal Tom Mooney, Battalion Chief Garrick Terry, Engineer Kevin Broadsword, Engineer Jim Robison, Confidential Administrative Specialist Jessica Jackson, and Administrative Assistant Amy Skeen.

STAFF ABSENT: None

PUBLIC PRESENT: Glen Kearns

CALL TO ORDER: Vice President Meyer called the meeting to order at 9:30 am.

ROLL CALL: President Gary Ollerenshaw absent.

AGENDA CHANGES: Chief Herrera presented the Board with an agenda change to allow for the review and consideration of Resolution No. 2025-02. The item was added to New Business for discussion.

PACKET DOCUMENTS FOR INFORMATION: No comments.

CONSENT AGENDA:

1. Meeting Minutes – January 18, 2025

Board Member Fisher made a motion to approve the Consent Agenda as presented. The motion was seconded by Board Member Blanton and approved by unanimous vote.

PUBLIC COMMENTS: None

PUBLIC PRESENTATION:

1. Audit Report – Glen Kearns, Accuity
   Glean Kearns with Accuity gave a high-level overview of the 2024 fiscal year audit findings, stating that all in all, things looked good, and he was very happy with the staff and conditions of the records. Member Meyer asked Mr. Kearns to go over the minor findings he mentioned in his overview. He reported on three minor deficiencies: low staffing levels on the finance and administration side of the organization, secondary review and approval of journal entries in the accounting system, and documentation for secondary review of the monthly bank reconciliation.

Following his explanation, Mr. Kearns fielded questions from the Board Directors and a discussion between the board and staff on current practices and internal controls was held.

REPORTS: None

ACTION ITEMS: None

FIRE CHIEF COMMENTS:
Chief Herrera gave the Board a report on the following topics:

1. Task Force Deployment
   The crew that was deployed to California has returned safely. The apparatus experienced some damage due to freezing on the way home, but a claim has been filed with SDAO, and the repairs will be covered.
2. Redline Leadership
   Kevin Body with Redline Leadership is on site this week to provide training for each crew. Following the training, 10 individuals will have the opportunity to work one-on-one with Kevin Body for mentorship.
3. Administration Staffing
   Chief Herrea advised the board that the process to fill the empty FTE on the administration side has begun.

NEW BUSINESS:

1. Resolution No. 2025-02 – A resolution authorizing the execution of a lease agreement for the purchase of one (1) Pierce Velocity PUC Pumper; delegating authority; and related matters.

   Chief Herrera presented the resolution to the Board for review and consideration. The resolution allows the District to enter into an agreement with PNC Bank to finance the equipment at the price of $1,111,197.00. He then fielded several questions from the Directors on the apparatus specs, apparatus replacement plan, deployment model, and fleet maintenance considerations.

OLD BUSINESS: None

BOARD MEMBER COMMENTS:
Member Fisher shared that the information at the SDAO Conference, specifically the topic of cyber security, was very interesting. He reminded the board that we need to be aware of what is going on with other agencies to prepare ourselves.

Member Fisher also added further comments to the previous conversation surrounding the audit findings. He cautioned against budgeting only for those who are responsible for doing the primary job of the organization, stating there are never enough funds for other departments when you do that, leaving some people overworked, and all employees of Redmond Fire & Rescue are important.

Member Meyer also shared that the conference was great to attend with valuable information.

BOARD PRESIDENT COMMENTS: None

ADJOURN: Being no further business, Board Member Fisher moved to adjourn. The motion was seconded by Board Member Blanton and was approved by unanimous vote. The meeting was adjourned at 10:12 am.

Approved:

	March 19, 2025
Gary Ollerenshaw, President	Date
	March 19, 2025
John Blanton, Secretary/Treasurer	Date

Attest:

	March 19, 2025
Amy Skeen, Administrative Assistant	Date