

Franklin County Emergency Management

Meeting Minutes

October 16th 2025

I. Call to Order

Chairman Kevin Crowley called the meeting to order at 3:30 p.m.

Council Present

Kevin Crowley, City of Pasco
Charles Grimm, City of Pasco
Ken Woffenden, City of Connell
Stephen Bauman, Franklin County (alternate)
Michael Robitaille, City of Kahlotus

Council Absent

Clint Didier, Franklin County
Cade Scott, City of Mesa
Rocky Mullen, Franklin County

Staff Present

Sean Davis, Director
Jordan Hanes, Deputy Director

Guests

None

II. Approval of Agenda

Charles Grimm moved to approve the agenda. Stephen Bauman seconded the motion. **Motion Carried Unanimously**

III. Approval of Consent Agenda

- a. Board Minutes from July 18, 2024
- b. Voucher Numbers **103264** thru **103294** in the amount of **\$60,299.16**
- c. Program/Budget Recaps
 - Columbia Generating Station Nuclear Program
 - Department of Energy - Hanford Program
 - Jurisdiction/Local Funding Program
 - Homeland Security Program Grants
 - State Homeland Security Programs (SHSP)
 1. SHSP 2024
 - Hazard Mitigation Grant
 - Community Wildfire Protection Plan Grant

Stephen Bauman moved to approve the Consent Agenda (items a-c) as presented. Charles Grimm seconded the motion. **Motion Carried Unanimously**

IV. New Business

a. **Surplus/disposal of FCEM Equipment**

- HP DesignJet Z6 Plotter, CN9AE9K012, Tag 000508 (hardware failure, not worth fixing)

Stephen Bauman moved to approve disposal of the FCEM Equipment as presented. Michael Robitaille seconded the motion. **Motion Carried Unanimously**

b. **2025 Budget Amendment A**

- Michael Robitaille moved to approve the 2025 Amendment A as presented for \$933,137.00. Stephen Bauman seconded the motion. **Motion Carried Unanimously**

c. **2027 Jurisdiction Assessment**

The FCEM Director presented the 2027 Jurisdiction Assessment in the amount of \$49,834. A 5% increase from the 2026 Assessment.

- Stephen Bauman moved to approve the 2027 Jurisdiction Assessment in the amount of \$49,834 as presented. Michael Robitaille seconded the motion. **Motion Carried Unanimously**

d. **2026 Medical Benefits Allocation**

- Stephen Bauman moved to approve a \$50 increase to the Benefits Allocation from \$2075/mo. per employee to \$2125/mo. per employee. Michael Robitaille seconded the motion. **Motion Carried Unanimously**

e. **2026 COLA Allocation**

- Stephen Bauman moved to approve a 3.5% COLA increase for 2025 and the 2.5% standard annual step for each employee. Ken Woffenden seconded the motion. **Motion Carried unanimously**

f. **2026 Budget**

- Stephen Bauman moved to approve the FCEM 2026 Budget in the amount of \$933,137.00 with the 3.5% COLA (versus the presented 5%) reflected in the Salaries portion of the 2026 Budget. Michael Robitaille seconded the motion. **Motion Carried Unanimously**

V. Unfinished Business

a. **Fire District #5**

The board had extensive discussion on this issue including:

- FCSO Case Report – Case 24-1659
- FCEM Board discussed their support for the FCEM Agency and its employees. Reiterating their wholehearted support of the Agency and

its staff. They Commended the FCEM staff on their conduct and handling of this difficult situation with FD #5 and their Fire Chief.

- Discussion about concerns with Chief Thornhill's conduct towards FCEM Board Members, FCEM Staff and State/Federal Employees involved with Fire District #5 while addressing their issues over the past 10+ years. Chief Thornhill has persistently/consistently presented himself in a confrontational and aggressive manner that is not normal and has raised red flags for concerns of safety for FCEM Board Members and FCEM personnel.
- FCEM Board members will attend an upcoming Fire District #5 Board meeting.
- FCEM Board discussed the agency's options if FD #5/Chief Thornhill continues actions toward FCEM Staff or FCEM Board Members. Options discussed were possible legal action and/or recapturing costs from the FD #5 for time spent on dealing with the FD #5/Chief Thornhill's actions.

VI. Next Meeting Dates

Thursday, January 15, 2026, at 3:30 p.m.

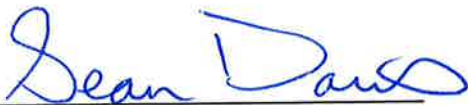
Thursday, April 16, 2026, at 3:30 p.m.

Thursday, July 16, 2026, at 3:30 p.m.

Thursday, October 15, 2026, at 3:30 p.m.

IX. Adjournment

Stephen Bauman moved to adjourn the meeting at 4:40pm. Charle Grimm seconded the motion. **Motion Carried Unanimously**



SEAN T. DAVIS
Secretary to the Council



Kevin Crowley
CHAIRMAN