

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

February 16, 2017

Present:

Chair Roberts

Vice Chair Kirkbride

Commissioner Nelson

Commissioner Wilson

Commissioner Dobry

I. CALL TO ORDER / FLAG SALUTE

Chair Roberts called the meeting to order at 5:30p.m.

II. APPROVAL OF THE AGENDA

MOTION: To accept the agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Kirkbride

Carried: Unanimous

III. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

IV. PINNING CEREMONY FOR PROMOTION

Chief Brooks welcomed Firefighter Martin Ranney and guests. Martin Ranney gave a brief introduction and recited the oath of office for Lieutenants. A pinning ceremony was conducted. Battalion Chief Crimmins presented the promotional helmet to Lieutenant Ranney.

Chair Roberts recessed the meeting at 5:35 p.m. for duration of 10 minutes. Light refreshments were served. The meeting reconvened at 5:46 p.m.

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the February 2, 2017 Board of Fire Commissioners meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #18923 through #18951 in the amount of \$54,150.62.

C. Payroll #2A 2017 in the amount of \$1,005,114.25.

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Kirkbride

Second: Commissioner Wilson

Carried: Unanimous

VI. COMMITTEE REPORTS

A. Thurston County Medic One E.M.S. Council

Commissioner Kirkbride attended the February 15, 2017 meeting and reported the following agenda items discussed:

1. Medical Program Director Contract – The current contract ends in May. Early stages of discussion proposed a solution to contract with the Providence St. Peter Hospital Emergency Physicians Group (OES) to provide the Medical Program Director. A preliminary proposal will be presented to the EMS Council at the next meeting.
2. 2016 Cardiac Survival Rate – The national cardiac survival rate is 25%. Thurston County rates 47%, a decline from 59% in 2015.

B. Thurston 9-1-1 Communications (TCOMM) Administration Board

No report. The next meeting is in March 1, 2017.

C. City / District Liaison Communication updates

Proposed meeting schedule change to every other third Tuesday of the month beginning in April.

D. Thurston County Fire Commissioners Association Regular meeting

1. The next meeting is February 21, 2017. Commissioner Nelson is unable to attend. Commissioner Wilson will attend in his absence. Kurt Hardin will be present a Medic One update.
2. Ocean Shores Seminar – Commissioners Wilson and Dobry are interested in attending the March 25, 2017 Seminar. Staff will register.

E. Thurston Regional Planning Council Status report

Commissioner Dobry attended the February 3, 2017 meeting and reported the following agenda highlights:

1. Road Usage Charging Pilot Project – WA Transportation Commissioner Executive Director Reema Griffith presented the program as a substitute of the gas tax. TRPC is seeking 2,000 volunteers to participate in the 12-

month study program. The presentation is available to view on the TRPC website.

2. Meetings Schedule – Regular meetings are scheduled on the first Friday of each month except for September. Due to the Labor Day holiday weekend in September, the meeting day is changed to the second Friday that month.
3. The Executive Director Evaluation Committee was selected.
4. South Sound Military and Communities Partnership Membership continued.
5. TRPC is celebrating their 50th year anniversary in November.
6. 2017 Officer Election Appointments
 - Chair – Tom Oliva
 - Vice Chair – Nathaniel Jones
 - Secretary – JW Foster

F. Community Outreach
Status report

Chief Brooks highlighted the following event updates:

1. Lacey Loves to Read “Read Around Lacey” – Station 33’s C-Shift Crew and Chief Brooks visited Horizons Elementary to participate in “Reading Day”. Staff read aloud to 12 classes and received good feedback. The District will also participate in Evergreen Forest’s Reading Day on March 2, 2017.
2. Annual Homeowners Association Meetings – Chief Brooks reported no annual meetings in February. Hawks Ridge HOA scheduled an annual meeting on March 7, 2017 located at Station 34. Chief Brooks proposed presenting the District’s Annual Report and the Capital Facilities & Equipment Plan as talking points.

G. Nisqually Tribe
Status report

Chief Brooks reported that he received an update that the Nisqually Tribe has forwarded the Agreement Between the District and the Nisqually Tribe to their legal counsel for review. It will be presented to the Nisqually Tribal council on February 22, 2017.

H. Citizen Advisory Committee
Status report

An invitation was sent to the CAC to participate in the Board of Fire Commissioners Workshop on Long Range Planning. The Workshop is scheduled on March 18, 2017 located at Station 31-BoFC, 8 a.m. – 12 p.m.

VII. NEW BUSINESS

A. Bond Financing Options Presentation by Jim Nelson of DA Davidson Companies

Senior Vice President of DA Davidson Companies presented an informational Power Point outlining the following:

- Bond types
- Bond Market Interest Rates
- Examples of Voted Bonds
- Factors for Bond Rating Grades – He commented that their services can assist in supporting a rating upgrade through updating financial policies, strategic planning, annual audits, forecasting and increased reserves.
- Financial Management Policy
- Preparation/Planning of Voter Education – He advised that DA Davidson Companies can provide sample templates of informational brochures other Fire Districts have used.

He summarized the Bond Financing Options for the District:

- Option 1 – Combined Level Debt, Two Series of Blank-Qualified Bonds
- Option 2 – Combined Level Debt with Interest Only 1st 3 years, Two Series of Bank Qualified Bonds
- Option 3 – Combined Level Levy Payments increase 2%, Two Series of Bank Qualified Bonds
- Option 4 – Combined Level Levy Payments 2% Inters Only 1st 3 years, Two Series of Bank-Qualified Bonds

He highlighted the General Election and Resolution Filing Target Dates:

- Ballots Are Mailed – October 20, 2017
- Resolution Filing Deadline – August 1, 2017
- Election Date – November 7, 2017

Jim Nelson stated the next step is for the Board to decide on the direction moving forward to pursue DA Davidson Companies services and to select a Bond Financing Option.

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported the following updates/events:

1. Annexation of Station 33 – The proposal was rejected by the Lacey City Council due to the costs associated with the planned Mullen Rd. improvements.

2. Finance Director Position – The first stage of interviews is complete. Staff is moving forward in a second interview process.
3. Annual District Recognition for Members – The deadline to submit nominations is March 2, 2017. The Recognition Event is on March 18, 2017 located at the Lacey Community Center, 7 p.m. – 9 p.m.

IX. COMMISSIONER COMMENTS

Commissioner Dobry reported that he experienced low attendance while hosting the Read Around Lacey event due to the snow day and Super Bowl. He commented that he was pleased with the pinning ceremony.

Commissioner Nelson expressed his concern that District members were uneasy about the annexation decision. Chief Brooks advised that there has been internal education and there are no concerns.

Commissioner Wilson reported that her time hosting the Read Around Lacey event was very busy.

Vice Chair Kirkbride commented that he was delighted to participate in the Lacey Loves to Read event.

Chair Roberts thanked the City of Lacey for providing the District with signs displayed in Station 31's lobby to recognize the celebration of Lacey's 50th Anniversary. Chair Roberts reported that she is unable to attend the next regular Board meeting on March 2, 2017 in person. She will participate electronically. She announced that Vice Chair Kirkbride is not available to attend. Commissioner Nelson stated that he will Chair the meeting.

X. OTHER INFORMATION

- A. Suggestion Box – None
- B. Correspondence – None

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

XII. ADJOURNMENT

The regular Board Meeting was adjourned at 6:46 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.
Next Regular Meeting: March 2, 2017 – 5:30 pm

Chair


Commissioner


Commissioner

Vice Chair


Commissioner


ATTEST: District Secretary