

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**March 2, 2017**

Present:

Commissioner Nelson

Commissioner Wilson

Commissioner Dobry

Commissioner Nelson Chaired the regular Board meeting. Chair Roberts attended via video conference and Vice Chair Kirkbride was excused.

**I. CALL TO ORDER / FLAG SALUTE**

Commissioner Nelson called the meeting to order at 5:30 p.m.

**II. APPROVAL OF THE AGENDA**

**MOTION:** To accept the agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

**III. HEARING OF THE PUBLIC / MEMBERS PRESENT**

None

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the February 16, 2017 Board of Fire Commissioners meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #18873 through #18907 in the amount of \$81,869.45.

C. Payroll #2B 2017 in the amount of \$317,149.99.

**MOTION:** To accept the consent agenda as presented.

Motion: Commissioner Dobry

Second: Commissioner Wilson

Carried: Unanimous

## V. COMMITTEE REPORTS

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

No report. The next meeting is March 15, 2017.

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

Commissioner Wilson attended the March 1, 2017 meeting and reported the following agenda items discussed:

1. Election of 2017 Officers
  - Chair – Judy Wilson
  - Vice Chair – Lenny Greenstein
2. Thurston County Public Safety Radio Project Update – The radio system is in need of updating. The committee authorized Executive Director Keith Flewelling to pursue an RFQ for consulting services.
3. Executive Session to discuss satisfaction of the Executive Director Flewelling.

### C. City / District Liaison Communication updates

No report. Regular scheduled meetings will take place every other month following the next meeting on April 18, 2017.

### D. Thurston County Fire Commissioners Association Regular meeting

Commissioners Wilson and Dobry attended the February 21, 2017 meeting and reported the following highlights:

1. Saturday Seminar Series – March 25, 2017 located at Ocean Shores. Commissioners Wilson and Dobry will attend.
2. Medic One Presentation – Kurt Hardin introduced a proposal to contract with Olympia Emergency Services as a solution to fill the Medical Program Director position.
3. Chief Brooks will give an update on the recruit academy sponsorship at the next meeting.

Commissioner Dobry attended the Strength of Purpose meeting on March 1, 2017. He advised that a report on archive records and the audit results from Commissioner Roger Ferris to Commissioner Jeff Grimm's transition will be provided to the general membership. He gave a reminder that the PDC filing deadline is April 15, 2017.

A. Thurston Regional Planning Council

Status report

No report. The next meeting is March 3, 2017.

B. Community Outreach

Status report

Staff

Chief Brooks highlighted the following event updates:

1. Hawks Ridge HOA Annual Meeting – March 7, 2017 located at Station 34, 5:30 p.m. Commissioner Nelson and Chief Brooks will attend.
2. Education Outreach
  - Timberline High School Career Day – Chief Brooks presented to approximately 20 students.
  - Boy & Girls Club Career Day – Chief Brooks and Station 31 crew members attended.
  - Evergreen Forest Elementary Celebrates Dr. Seuss' Birthday – Chief Brooks will read to student classrooms.

C. Nisqually Tribe

Status report

Chief Brooks reported that the Nisqually Tribe approved the Agreement between the District and the Nisqually Tribe for Fire Protection and Related Emergency Services effective January 1, 2017. It will be a quarterly billing excluding Red Wind Casino. The Board requested that Chief Brooks reach out to Red Wind Casino to begin agreement negotiation discussions. Chief Brooks will contact Nisqually CFO Montgomery to inquire a point of contact.

D. 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.

## II. NEW BUSINESS

A. 2017 Annual Report Draft: Staff Report/Discussion

The Board gave positive feedback and minor revision suggestions. Deputy Chief Dickson will modify accordingly. The Board approved the 2017 Annual Report Draft.

### **III. ADMINISTRATIVE REPORT**

Chief Brooks reported the following updates/events:

1. District All Personnel Meetings will be conducted March 20th– 23th located at Station 31, 3:30 p.m.
2. Chief's Travels – March 24th – 31<sup>st</sup>.
3. District Recognition Event – March 18, 2017 located at the Lacey Community Center, 7 p.m.
4. Finance Director Update – An offer will be presented soon.
5. Volunteer Recruit Academy Update – One of our members is the academic leader of the class.
6. Long Range Planning Workshop – March 18, 2017 located at Station 31, 8 a.m. – 12n.

### **IV. COMMISSIONER COMMENTS**

Commissioner Wilson commented that she attended the Lacey Chamber meeting and reported that City Manager Scott Spence presented.

Commissioner Dobry reported that he was interviewed via telephone by The Olympian reporter Rolph Boone about Chief Brooks' annual performance report. Commissioner Dobry commented that it was a positive exchange. He also noted that he will be traveling for a week.

Chair Roberts thanked IT Specialist Ryan Parsons for the video conference setup.

### **V. OTHER INFORMATION**

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

### **VI. HEARING OF THE PUBLIC / MEMBERS PRESENT**

None

### **VII. ADJOURNMENT**

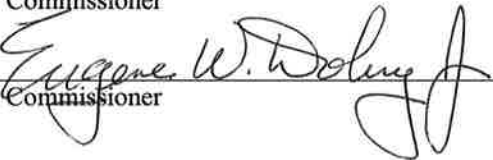
The regular Board Meeting was adjourned at 6:13 p.m.

**THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.**

*Next Regular Meeting: March 16, 2017 – 5:30 p.m.*

  
Chair

  
Commissioner

  
Commissioner

  
Vice Chair

  
Commissioner

  
ATTEST: District Secretary