

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

April 21, 2016

Present:

Chair Dobry

Commissioner Nelson

Commissioner Kirkbride

Commissioner Wilson

Chief Brooks and Vice Chair Roberts were excused. Deputy Chief Dickson will staff the meeting in Chief Brooks' absence.

I. CALL TO ORDER / FLAG SALUTE

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

II. APPROVAL OF THE AGENDA

A. Addition – Declaration of Surplus List under New Business item A.

MOTION: To accept the agenda as modified.

Motion: Commissioner Wilson

Second: Commissioner Kirkbride

Carried: Unanimous

III. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

IV. APPROVAL OF THE CONSENT AGENDA

The Board reviewed the following Consent Agenda items:

A. Draft minutes of the April 7, 2016 of the Board of Fire Commissioners.

Chair Dobry suggested a change to the language regarding the CAC applicant process. The language will state "the Board will review all applications".

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #18041 through #18075 in the amount of \$140,846.57
- Capital Projects Fund 301 (Acct# 6631) checks numbered #18076 in the amount of \$4,898.85.

C. Payroll #4A 2016 in the amount of \$904,714.45.

MOTION: To accept the consent agenda as modified.

Motion: Commissioner Kirkbride

Second: Commissioner Wilson

Carried: Unanimous

V. COMMITTEE REPORTS

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

Commissioner Kirkbride attended the April 20, 2016 meeting and reported the following highlights:

1. Brown Fellow Scholarships – Tumwater and Olympia Fire Paramedics were awarded \$1000 each.
2. Thurston County Medic 14 Accident Update – Paramedics were not injured. The medic van was damaged and is awaiting the adjustor.

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

No report. The next regular Administration Board meeting is May 4, 2016.

C. City / District Liaison Communication updates

The next City/District meeting is April 26, 2016.

D. Thurston County Fire Commissioners Association (TCFCA) Regular meeting

Commissioner Nelson attended the April 19, 2016 and reported the agenda items discussed:

1. Meeting date schedule change is tabled till next meeting.
2. WA State Fire Commissioners Association first Annual Report was distributed via email.
3. Burn Ban – Fire Chiefs Peterson and VanCamp presented in support of the Olympic Regional Clean Air Agency's (ORCAA) proposal to adjust the seasonal burn dates to July 15–September 30 and the addition of the winter months December and January. TCFCA took action in support of ORCAA's proposal.

4. Next Meeting – The Department Natural Resources will present at the next meeting.
 5. Thurston County Treasure Shawn Meyers presented – Thurston County repossessed approximately 200 properties. Commissioner Nelson distributed informational pamphlets to the Board.
- E. Thurston Regional Planning Council
Status report
No report.
- F. Community Outreach
Status report
1. Commissioner Wilson reported that she attended the Kensington HOA annual meeting April 20, 2016 at Station 31 in the BoFC. The District CPR video was presented and the District logo reusable bags with the CPR message were distributed.
 2. Upcoming HOA annual meetings:
 - Eaglecliffe – April 22, 2016 located at Station 35. Chair Dobry and Chief Dickson will attend.
 - Shadywood – April 25, 2016 located at Station 31 in the BoFC. HOA declined the CPR video presentation because only a few residents will be attending. The Board will not attend.
 - Cottages at Lakepoint – April 27, 2016 located at Station 33. The HOA declined the District CPR video presentation with only four residents attending. The Board will not attend.
 - Meridian Campus – April 27, 2016. Chair Dobry reported that he received a newsletter invitation to attend the annual HOA meeting located at Station 31, 7 p.m. with an Executive meeting at 6:30 p.m. He noted that it was not on posted on the District calendar. The calendar shows availability to accommodate the meeting. DC Dickson will confirm the reservation with staff. Chair Dobry stated that he will attend. Staff will provide the District 2015 Annual Report and District logo reusable bags for distribution.
 - Wedgewood HOA– May 2, 2016 located at Station 31. Commissioner Wilson will attend.
 - Courtney Place – May 11, 2016 located at Station 33. Commissioner Nelson will attend.

3. Board Facility Tour – April 28, 2016 5:30-7:30 p.m. Deputy Chief Pearson will lead the tour beginning at Station 31. A 15 passenger van was rented to accommodate the tour group.
4. Lacey Spring Fair – The District will have a presence at the event in May.

G. Nisqually Tribe
Status report

No correspondence updates.

H. Citizen Advisory Committee
Status report

Commissioner Nelson attended the April 20, 2016 meeting located at Station 34. He reported that the CAC welcomed newest member Bill Miller. Approximately nine were in attendance. DC Dickson gave a presentation on the District website upgrade updates and the CAC gave suggestions. The next meeting is May 18, 2016 located at Station 35. The next meeting will focus on the CAC proposed Communication Strategy Project. Commissioner Wilson will attend. Commissioner Kirkbride also noted that he invited the District Commissioner candidates to participate as CAC members.

VI. OLD BUSINESS

- A. None

VII. NEW BUSINESS

- A. 2016 Special Operations Rescue Team Agreement: Discussion/Action

DC Dickson reported that the agreement was primarily rewritten to include the addition of SE Thurston as a participant, storage and use of company vehicles, update references from CAPCOM to TCOMM, and record keeping provisions. She advised that this is an existing agreement and the revisions were reviewed by legal counsel. The Board noted a typo on the footer of the first page. The language “SORT 2010” should state “SORT 2016”.

MOTION: To approve the Interlocal Agreement Authorizing the Creation of a Firefighter Special Operations Rescue Team (SORT) dated 2016 with changes as noted in the agreement.

Motion: Commissioner Nelson

Second: Commissioner Kirkbride

Carried: Unanimous

B. Surplus Equipment

DC Dickson reported that staff toured District facilities to assess the need and quality of miscellaneous items such as furniture, electronics, and equipment. Staff identified items in poor condition, unsatisfactory for operational use, and unused. DC Dickson referenced staff's surplus list of these items and recommended the Board's approval to declare as surplus. The Board gave direction to include inventory numbers with the item descriptions.

MOTION: To declare as surplus equipment the list that has been provided to the Board which includes computers, computer equipment, media, miscellaneous office furniture and response equipment to be identified with inventory numbers.

Motion: Commissioner Kirkbride

Second: Commissioner Dobry

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

DC Dickson reported the following events and updates:

1. New Engine – The new engine arrived and is being stored at the Vehicle Repair Facility and outfitted with equipment. The proposed service date will be in the first week of May.
2. 2015 District Annual Report – Commissioner Wilson reported that the TCOMM's Dispatch report stated 11,192 dispatched calls by the District. The District's report states 12,693. TCOMM is aware of the discrepancy as the TCOMM report should have higher calls. DC Dickson reported that District calls and call numbers are directly fed from TCOMM. DC Pearson stated that the discrepancy is not unusual and probably has to do with how calls are counted at each agency.
3. Website Update – The new features were presented to the Board. Features include: a sliding bar, map, feedback/signup for newsletter link, Facebook/Twitter, and mobile friendly. Commissioner Kirkbride suggested that all photo images of members are in color. The Board discussed the map feature and suggested that the District map be on the District's main page in addition to making a City/District version available and links to details of District stations of the "About" bar. DC Dickson advised the website development is in progress. She will take the inquiries and suggestions to the developer.

IX. COMMISSIONER COMMENTS

Commissioner Nelson noted that North Thurston Public Schools is proposing a name change to "Lacey Public Schools" and commented that he's in support of

this. Member of the public Terry Ware commented that he is not in support of the North Thurston Public Schools name change.

Commissioner Kirkbride reported that he met with Lacey Community Development Director Rick Walk to discuss upcoming development projects in the City of Lacey. Commissioner Kirkbride distributed a summary handout related to the City of Lacey development status. He reported that the City is close to meeting the Urban Growth Management objective for population allocation of 1994. Comprehensive Plan will be ready to review and will be up for adoption in July. The District is invited to review the plan.

Chair Dobry reported that he and Commissioner Wilson attended the District luncheon in recognition of the District volunteers and National Volunteer Week. He thanked Chief Brooks and Volunteer Service Coordinator Jim Dickson for recognizing the volunteers. He requested a list of the volunteers and their volunteer hours be given to the Board. Jim Dickson stated that he will provide this. The Board suggested that Volunteer hours be posted in the Annual Report and the District website.

X. OTHER INFORMATION

A. Suggestion Box

None

B. Correspondence

None

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

Volunteer Coordinator Jim Dickson reported that the Volunteer Recognition Luncheon was well received. All District Volunteers combined contributed over 2100 hours. The Board suggested that Volunteer hours be included in the Annual Report. He stated that the two District academy candidates are in the top three of their class and are assigned company leaders. Two Fast Trackers will begin their shifts May 1, 2016. The District will interview ten candidates for six Volunteer Firefighter positions in the fall academy.

DC Pearson noted that the City of Lacey Master Plan includes a space for an emergency fire response site.

Chair Dobry recessed the regular meeting at 7:00 p.m. to conduct an Executive Session for duration of 15 minutes.

XII. REQUEST FOR EXECUTIVE SESSION

- A. In accordance with RCW 42.30.110(1)(b): To consider the selection of a site of real estate by lease or purchase

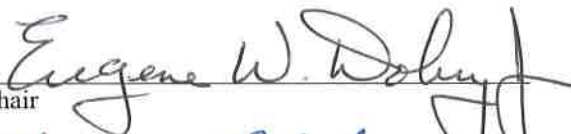
Chair Dobry adjourned the Executive Session at 7:20 p.m. and reconvened the regular Board meeting. There was no action taken.

XIII. ADJOURNMENT

Chair Dobry adjourned the regular meeting at 7:21 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.


Next Regular Meeting: May 5, 2016 – 5:30 pm

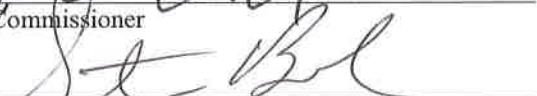

Chair


Commissioner


Commissioner


Vice Chair


Commissioner


ATTEST: District Secretary