

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**February 18, 2016**

Present:  
Chair Dobry  
Vice Chair Roberts  
Commissioner Nelson  
Commissioner Wilson

Commissioner Kirkbride was excused.

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

Chair Dobry called the meeting to order at 5:37 p.m.

**II. APPROVAL OF THE AGENDA**

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

Motion: Commissioner Nelson

Second: Commissioner Wilson

Carried: Unanimous

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

None

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the February 4, 2016 of the Board of Fire Commissioners.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #17848 through #17882 in the amount of \$62,267.62.

C. Payroll #2A 2016 in the amount of \$850,609.91.

**MOTION:** To accept the Consent Agenda as presented.

Motion: Commissioner Nelson

Second: Commissioner Wilson

Carried: Unanimous

## V. COMMITTEE REPORTS

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

No report. The meeting was canceled.

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

No report. The next meeting is March 2, 2016.

### C. City / District Liaison Communication updates

Chief Brooks, Commissioners Dobry & Roberts met with Council Member Virgil Clarkson and City Manager Scott Spence on February 16, 2016. Chair Dobry reported the following agenda items discussed:

1. Transportation District Benefit – The City of Lacey is evaluating placing it on a future ballot.
2. Nisqually Canoe Journey Planning – The District received an invitation to attend.
3. District participation in the Lacey Loves to Read update
4. Large Senior-Living Complex – Construction of a five story commercial rate housing of over 300 units located at the former Albertson's property on Pacific Avenue and Carpenter Road. The proposed approval permitting timeline to complete by the end of the year. Chief Brooks gave feedback on emergency access.

Chief Brooks will survey the City of Lacey to reschedule the next meeting a week later than the regular scheduled meeting.

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

Commissioner Nelson attended the February 17, 2016 meeting and reported the following highlights:

1. Fire Training Program – Fire Chiefs Brooks, VanCamp and Schaffran presented. The consensus is that it is doing very well.
2. The Olympian Editor will be a guest speaker at the next meeting.
3. Legislative Update – No changes.

Commissioner Nelson noted that it was likely Steve Romines' last meeting.

E. Thurston Regional Planning Council  
Status report

No report.

F. Community Outreach  
Status report

Chief Brooks reported the following:

1. Read Around Lacey – Approximately 30 children visited the Station 31 on President's Day and an average of 10 per day since.
2. Memorial Service for Former Mason County Fire Chief Mike Greene: Chief Brooks will attend in a procession driving Engine 34 from the Airport to the memorial service located at the North Mason High School in Belfair.

G. Nisqually Tribe  
Status report

Deputy Chief Pearson and Chair Dobry attended the Nisqually Canoe Journey Planning Meeting this morning. Chair Dobry reported that the tribe welcomed District input and a fee for service proposal. DC Pearson gave a brief presentation of the Event Site Layout to the Board and reported that he is preparing a proposal of service delivery options. Chief Brooks added that he will reach out to Medic One to discuss funding assistance. DC Pearson commented that it is encouraging that the tribe is open to the District's support and providing funds for it.

H. Citizen Advisory Committee  
Status report

Commissioners Dobry and Roberts attended the February 17, 2016 meeting. Paramedic Karen Weiss gave a presentation on the CPR campaign and received great feedback and suggestions for pursuing local Rotary grant funds. Chief Brooks reported that the CAC agreed to collectively review the District website when the website updates are complete. He stated that the CAC had an interest to change the regular location of Station 34 to other sub-stations for the purpose of touring the facilities. The CAC agreed to conduct the March 16, 2016 meeting at Station 33 located on Mullen Road. Commissioner Nelson will attend.

## VI. OLD BUSINESS

A. None

## VII. NEW BUSINESS

### A. Surplus Equipment

Chief Brooks referenced the Declaration of Surplus for a broken recliner sofa and a hammer sled previously used as a training device for firefighter combat challenge. The items are no longer useable.

**MOTION:** To declare the two items on the list as surplus with no value.

Motion: Commissioner Wilson

Second: Commissioner Nelson

Carried: Unanimous

## VIII. ADMINISTRATIVE REPORT

Chief Brooks reported the updates:

1. New Fire Engine Updates – Chief Brooks presented photos of the new engine nearing completion at the manufacturing plant. DC Pearson, F.E.T. Director Matt Chambers, and Senior Mechanic Larry Elliott will be traveling to the Pierce Manufacturing in March the first week in March for the final inspection. The proposed delivery date is late March and active service in May.
2. Capital Facilities Improvement Plan – Chief Brooks presented a proposal by Architecture Firm Rice Fergus Miller for evaluating the District's capital projects needs. He described the 2-phase proposal:
  - Phase 1- Planning: Detailed concept drawings of independent projects not to exceed \$50K. Chief Brooks advised that the District budgeted \$50K for capital projects in 2015. Rice Fergus Miller will present their findings to the Board at the conclusion of this phase.
  - Step 2 – Design: Cost estimates to go to the voters for potential bond.

Chief Brooks stated that capital facility improvement projects include proposed construction of a storage facility at Station 35, added bay at Stations 33 & 35, and bay extensions and enlarging of the Vehicle Repair Facility. Staffs' recommendation to the Board is to consider going to the voters in the 2017 primary election. The District would solicit bids for the architectural and engineering work associated with the project(s).

Commissioner Nelson requested that Commissioner Kirkbride have an opportunity to review the proposal and respond by next week. Chief Brooks will email the proposal to the Board for review.

3. Promotional Ceremony – Staff requests conducting a promotional pinning ceremony at the next regular Board meeting on March 3, 2016. The Board

agreed to conduct the pinning ceremony at 6 p.m. following the committee reports.

**IX. COMMISSIONER COMMENTS**

Commissioner Wilson shared that she's observed that the other District Fire Commissioners have a different relationship with their Fire Chiefs. She commented that the Lacey District Board and the Fire Chief have a good relationship.

Vice Chair Roberts commented that she had fun participating in the Read Around Lacey event. She thanked the Firefighters who volunteered to help.

Chair Dobry thanked Firefighter Brandon Alderman for volunteering his time on the President's Day holiday to help out.

**X. OTHER INFORMATION**

A. Suggestion Box

None

B. Correspondence

None

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

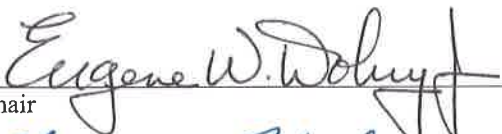


None

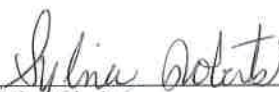

**XII. ADJOURNMENT**

Chair Dobry adjourned the regular meeting at 6:41 p.m.

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

*Next Regular Meeting: March 3, 2016 – 5:30 pm*

  
Chair  
  
Commissioner  
  
Commissioner

  
Vice Chair  
  
Commissioner  
  
ATTEST: District Secretary