

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**May 21, 2015**

Present:  
Chair Wilson  
Vice Chair Dobry  
Commissioner Kirkbride  
Commissioner Roberts

Commissioner Nelson was excused.

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

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

**II. APPROVAL OF THE AGENDA**

- A. Addition – Old Business Item B. to schedule the Service Boundary discussion for the second Board meeting in July.

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

Motion: Commissioner Kirkbride

Second: Commissioner Dobry

Carried: Unanimous

**Motion carried**

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

None

**IV. APPROVAL OF THE CONSENT AGENDA**

- A. Draft minutes of the May 7, 2015 of the Board of Fire Commissioners.

A correction was made to the minutes under the Thurston County Fire Commissioners Association Committee Report item 2. The description “2015 Benefits Rates” is replaced with “2015 Experience Ratio”. A correction was also made to the Thurston Regional Planning Council next scheduled meeting date listed as May 8, 2015 to June 5, 2015.

- B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #16925 through #16963 in the amount of \$174,449.84.

- Capital Projects Fund 301 (Acct# 6631) check numbered #16964 in the amount of \$361.57.

C. Payroll #5A in the amount of \$828,871.53.

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

Motion: Commissioner Dobry

Second: Commissioner Kirkbride

Carried: Unanimous

**Motion carried**

## V. COMMITTEE REPORTS

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

Commissioner Kirkbride attended the May 20, 2015 meeting and reported the following agenda items discussed:

1. Thurston Regional Planning Council Emergency Medical Service System Study – Commissioner Kirkbride presented the TRPC proposal for the next phase of the EMS Study. TRPC Senior Planner Paul Brewster is collecting Advance Life Support data to correlate with the Basic Life Support Database. He will provide a combined database. The projected start date is August. There was no action taken. Consideration for action will take place at the June meeting. Contact Commissioner Kirkbride with any questions.
2. Reserve Fund – The Budget Committee will develop a policy that creates an operating reserve fund. A Reserve Fund 1280 Recap informational handout was distributed.
3. EMS Week Recognition – The names of all Thurston County First Responders were recognized in a newspaper article.
4. Thurston County Medic One Director Update – Steve Romines' surgery is scheduled for June 12, 2015 at Virginia Mason Hospital & Medical Center.

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

No report.

### C. City / District Liaison Communication Updates

No report. June 16, 2015 is the next scheduled meeting.

D. Thurston County Fire Commissioners Association  
Regular meeting

Vice Chair Dobry attended the May 19, 2015 meeting and reported the following agenda items:

1. CPR Presentation – Cindy Hambly presented a CPR density study and included the District CPR video. She encouraged CPR training and reported 60 CPR classes available.
2. Joint Purchase Discussion – Common supplies and equipment.
3. Olympic Regional Clean Air Agency – ORCAA proposes to bill Thurston County residents for outdoor burning permits. Thurston County Commissioners will draft a letter to the ORCAA Board to express their concern for billing county burners instead of fining violators in areas where burning is prohibited.
4. August Meeting/BBQ – Located at Lake Lawrence.

E. Thurston Regional Planning Council  
Status report

No report.

F. Community Outreach  
Status report

The following events/updates were reported:

1. Campus Glenn HOA – Chair Wilson reported that the May 19, 2015 annual meeting was held at Station 34 not Station 31.
2. Lakemont HOA Annual Meeting – May 28, 2015 located at Station 31, 6:30 p.m. – 7:30 p.m. Chair Wilson will attend.

G. Nisqually Tribe  
Status report

Chair Wilson reported that the District sent a letter to congratulate the newly appointed Tribal Council.

H. Citizen Advisory Committee  
Status report

Chair Wilson reported that she and Chief Brooks received the CAC recommendations that will be presented to the Board by the CAC at the June 4, 2015 regular Board meeting. Commissioner Roberts stated that she'll be out of town but is available to participate via webcam. The Board would like to recognize Tom Carrol for serving as CAC Chair with a certificate of appreciation and a District coffee mug. Chair Wilson suggested serving light refreshments.

## VI. OLD BUSINESS

### A. TRPC Grant for Idle Reduction Technology

Deputy Chief Dickson reported that the District submitted a Congestion Mitigation and Air Quality Improvement Program grant request of \$17k to fund the idle reduction technology on the new engine. She's been working with TRPC Senior Planner Thera Black in researching the District's eligibility and the following federal requirements:

- Sponsor Requirement – DOT is willing to sponsor only if the monies can be transferred from Federal Highway Administration to Federal Transit Administration.
- Buy America requirements must be met by the manufacturer
- Need to have a Public Interest Finding to justify a sole source purchase, requires a minimum of two week advertisement
- Pierce uses Cummins Generator products only and the requirement to advertise for bids could create issues in the Pierce contract.

Staff requests to withdraw the grant submission due to the complexity of meeting the federal requirements.

**MOTION:** To withdraw the grant submission due to the federal requirement issues raised by staff.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

**Motion carried**

- ### B. District Service Boundaries – Proposal to take action at the July 16, 2015 regular Board meeting in consideration to move forward with Commissioner Kirkbride's presentation on servicing out of District areas.

## VII. NEW BUSINESS

- ### A. None

## VIII. ADMINISTRATIVE REPORT

None

## IX. COMMISSIONER COMMENTS

Commissioner Roberts commented that she enjoyed volunteering as a front door greeter at the Lacey Spring Fun Fair. She reported that she has not received Callback Staffing notifications. DC Dickson will research and follow-up with Commissioner Roberts.

Vice Chair Dobry complimented the new District Community Dispatch Newsletter phone application. He announced that he will be traveling out of town June 10-17, 2015.

Chair Wilson attended the District All Personnel meetings and commented that it was informative. She reported that the Lacey Spring Fun Fair was a successful event. Approximately 30 car seat installations were conducted at the free car seat clinic hosted by the District. She announced that the two-week long Lacey Days Festival begins with a Fireworks Display in July.

**X. OTHER INFORMATION**

A. Suggestion Box

None

B. Correspondence

None

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

Volunteer Service Coordinator Jim Dickson extended an invitation for all to attend the Memorial Day Service at Tahoma National Cemetery at 4 p.m. He encouraged everyone to respectfully take a moment to remember our military. He reported that the Patriot Guard Riders are participating in nine different Memorial weekend.

**XII. ADJOURNMENT**

Chair Wilson adjourned the regular meeting at 6:20 p.m.

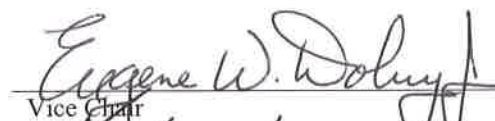
**THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.**

*Next Regular Meeting: June 4, 2015 – 5:30 pm*

  
Chair

  
Commissioner

Commissioner

  
Vice Chair

  
Commissioner

  
ATTEST: District Secretary