

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**August 20, 2015**

Present:  
Chair Wilson  
Vice Chair Dobry  
Commissioner Kirkbride  
Commissioner Roberts

Commissioner Nelson participated via teleconference.

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

Chair Wilson called the meeting to order at 5:30 p.m. A moment of silence was shared in honor of the three fallen firefighters who gave their lives battling the Okanogan fires. Commissioner Kirkbride gave words of gratitude and encouragement to all the first responders, volunteers, and citizens impacted by the wild fires.

**II. APPROVAL OF THE AGENDA**

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

Motion: Commissioner Kirkbride

Second: Commissioner Dobry

Carried: Unanimous

**Motion carried**

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

District member Jim Dickson shared news of Mason County Deputy Rachael Stuhlmiller who died in a motorcycle crash on Highway 101. He respectfully asked that we take a moment to honor Deputy Stuhlmiller who also served as a Reservist with the 315<sup>th</sup> CID at JBLM. A memorial service will be held on August 27, 2015 located at the Westwood Baptist Church.

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the August 6, 2015 of the Board of Fire Commissioners.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #17326 through #17271 in the amount of \$43,128.85.

Chief Brooks clarified that the D.K. Boos Glass Inc. invoice in the amount of \$186 is for a window replacement at Station 31 where an office door window fell out and shattered. He corrected a previous report from the August 6, 2015 meeting stating that the D.K. Boos Glass Inc. invoice in the amount of \$130.44 was for Station 31 repair. He confirmed Station 33 window repair was listed correctly on the August 6<sup>th</sup> warrants.

C. Payroll #8A in the amount of \$887,704.42.

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

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 August 19, 2015 meeting and reported the following:

1. Thurston County Medic One Director Steve Romines attended. His recovery continues to improve.
2. 2016 Budget – Adopted. Total expenditure is \$12,839,507, a \$28K enhancement increasing the direct contribution to each of the fire districts. Steve Romines reported annual projections and predicted reserve fund depletion in 2019. The trend chart does not account for new construction.
3. GoodCall Ranking – EMS1.com posted an article of “The Best Places for EMT’s and Paramedics”. The survey evaluated 750 U.S. metro and micro emergency services salaries and affordability. Thurston County rated #8 of 750.

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

No report.

### C. City / District Liaison Communication updates

Chair Wilson and Commissioner Nelson met with Mayor Ryder and City Manager Spence on August 18, 2015. The following were discussed:

1. Nisqually Tribal Relations – Mayor Ryder and City Manager Spence were scheduled to meet with the Nisqually Tribal Council in the afternoon of August 18, 2015. Chief Brooks stated that he received a follow-up summary of that meeting from City Manager Spence today. Five members of the Nisqually Tribal Council and Development Director Joe Cushman were present at the meeting. The Mayor articulated the District's interest to discuss District/tribal relations with the Tribal Council. Nisqually Tribal Chair Farron McCloud welcomed discussions and requested that the District contact his Executive Assistant. Chief Brooks will make the phone contact.
2. Burn Ban Public Service Announcement – Concern that city residents are not aware of the city burning restrictions. The City discussed allowing time on the air for the District to give an announcement on Burning Ban Rules.

D. Thurston County Fire Commissioners Association  
Regular meeting

Chair Wilson attended the August 18, 2015 meeting/BBQ picnic held at Lake Lawrence. 20 were in attendance. Three of the four Port of Olympia Commissioner candidates attended.

E. Thurston Regional Planning Council  
Status report

No August meeting. The next scheduled meeting is September 11, 2015.

F. Community Outreach  
Status report

1. 20th Annual Antique Truck Show – Seagraves participated in the August 8, 2015 event.
2. Canterwood HOA Annual Meeting – Commissioners Roberts and Dobry will attend the September 29, 2015 meeting located at Station 31.

G. Nisqually Tribe  
Status report

Chief Brooks reported that City Manager Spence shared the City of Lacey Police/Nisqually Justice Center agreement for the exchange of funds for services. He confirmed there is a fixed fee agreement and that any cost of medical care is over and above the agreement. Chair Wilson added that TCOMM does not have a written agreement with the Nisqually Tribe for services charged to the tribe.

H. Citizen Advisory Committee  
Status report

A BBQ Picnic was held at Station 31 on August 19, 2015. Commissioner Dobry, Chair Dianna Cockrell, Mr. and Mrs. Tom Carrol, Lowell Gordon, Felix Peguero, John Martin, Glenn Kramer and Chief Brooks attended. Commissioner Dobry reported that the CAC discussed nominating Lowell Gordon as the new CAC Vice Chair. Chief Brooks reported that the CAC regulary scheduled third Wednesday monthly meeting will be postponed to September 17, 2015 for the purpose of attending the Board of Fire Commissioner's meeting.

**VI. OLD BUSINESS**

A. Nisqually Letter

Chief Brooks reported that the revised letter identifies Chair Wilson as the point of contact instead of Chief Brooks. The Board discussed further the best timing for submitting the letter to Chairman McCloud and Members of the Tribal Council. The Board gave the approval for Chief Brooks determine the approach based on the conversation with the Nisqually Executive Assistant Rose Henry to a establish meeting. Chief Brooks will follow-up with the Chair after communicating with Rose Henry.

The Board briefly referenced previous documentation related to Nisqually annexation and a fee for service agreement. Commissioner Nelson expressed interest in reviewing the documents. Chief Brooks noted that he will provide the Nisqually Annexation documents to Commissioner Nelson.

B. 2015 Nisqually Grant Request

Chief Brooks thanked Deputy Chief Dickson for writing the grant request in the amount of \$275,000 for the purpose of partnering with the Nisqually Tribe to help fund the purchase of a fire engine. The following changes were requested to be made before submission:

- Delete statement: "and the operating budget can't entirely accommodate a purchase of that magnitude."
- Replace language: "hope to" with "we will".

Deputy Chief Dickson will make the changes.

C. Fee Structure Resolution

Chief Brooks proposed a simplistic fee structure based on the property tax revenue excluding Medic One revenue divided by the total call volume, which is approximately \$1,080 per call. Chief Brooks inquired the Board's direction

on including a fee schedule in the resolution. The Board agreed that a fee structure should not be a part of the resolution as a fee schedule needs to be modified periodically and annually reviewed. The Board agreed that the two different actions be done concurrently. Chief Brooks proposed to present a fee schedule at the September 17, 2015 regular Board meeting for action.

The Board strongly suggested that notification to the property owners and a Public Hearing be conducted prior to action. Commissioner Kirkbride will provide Chief Brooks with the addresses of the residents who will be impacted by the Resolution. The District will send notification letters to the non-District residents of the intent to establish a standard of fees for providing services outside of the District. The Board recommended that the letters be available for distribution by the first regular Board meeting in September. The District will invite citizens and the Citizen Advisory Committee to attend the Public Hearing for an opportunity to comment on the proposal. The Board agreed to schedule a Public Hearing after meeting with the Nisqually Tribal Council.

## **VII. NEW BUSINESS**

None

## **VIII. ADMINISTRATIVE REPORT**

Chief Brooks reported the following events and updates:

1. White Helmet Training – Canceled due to lack of registrations.
2. WA Fire Commissioners Association Annual Conference – October 22, 2015 – October 24, 2015 held at the Tulalip Resort. Chief Brooks will reserve lodging for Commissioners Kirkbride and Roberts at the Holiday Inn Express. He will forward the confirmation details. Chair Wilson and Vice Chair Dobry have reservations at the Tulalip Resort. Commissioner Kirkbride will attend all three days. Commissioner Kirkbride and Vice Chair Dobry requested that Chief Brooks register them for both the Conference and SNURE Seminar. Chair Wilson and Commissioner Roberts will attend the Conference only. Commissioner Nelson will not attend the annual conference. Chief Brooks will complete the registrations.
3. Mobilization Assignments – Three Career Firefighters and one Volunteer Firefighter are traveling as a structural protection engine to Okanogan County. Firefighter Lt. Berman will be returning from the Chelan Complex tomorrow.
4. New Engine Drawing Review – Chief Brooks, Deputy Chief Pearson, Equipment Technician Matt Chambers, Mechanic Larry Elliott and members of the Olympia Fire Department will travel to Wisconsin to visit the Pierce Manufacturing Company to review the final contract and a potential production schedule.

5. Chief's Travel – Chief Brooks will be out of the office August 25, 2015 – August 31, 2015 to attend the Fire Rescue International Conference in Atlanta, GA.
6. Engine Sale – The 1994 Pierce Dash was sold and will be released to Mason County Fire Department in the beginning of September.
7. New Paramedic hired.
8. Station 32 Asphalt Repair – Asphalt is being repaired due to a water leak.

## **IX. COMMISSIONER COMMENTS**

Commissioner Roberts reported that she attended a Thurston County Joint Animal Service Charity BBQ event hosted by District member Nola vonNeudegg. She reported that the dog food and monetary donations helped support our local Animal Services. She commented that it was a lovely event.

Commissioner Kirkbride made a correction to the meeting attendance notice. He will be traveling out of town and will not be able to attend the September 17, 2015 regular Board meeting and the September 16, 2015 EMS Council meeting. Chair Wilson will attend. Chief Brooks noted that an alternate Board representative to the TCOMM 911 committee was not appointed. Chair Wilson is the primary representative. Commissioner Roberts volunteered to be the first alternate representative to TCOMM 911 to replace former Commissioner Jones. Chief Brooks will notify TCOMM 911 of the update.

Vice Chair Dobry commented that he received an invitation from Radio Commentator Ken Balsley to participate in a “Coffee with Ken” podcast August 26, 2015.

## **X. OTHER INFORMATION**

### **A. Suggestion Box**

None

### **B. Correspondence**

None

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

None

## **XII. ADJOURNMENT**

Chair Wilson adjourned the regular Board meeting at 6:40 p.m.

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

*Next Regular Meeting: September 3, 2105 – 5:30 pm*


  
Chair

  
Commissioner

  
Commissioner

  
Vice Chair

  
Commissioner

  
ATTEST: District Secretary