

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

December 17, 2015

Present:

Chair Wilson

Vice Chair Dobry

Commissioner Nelson

Commissioner Kirkbride

Commissioner Roberts

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 – New Business Item A. to discuss Resolution #848-12-15

MOTION: To accept the agenda as amended.

Motion: Commissioner Kirkbride

Second: Vice Chair Dobry

Carried: Unanimous

III. HEARING OF THE PUBLIC / MEMBERS PRESENT

Chief Brooks welcomed Volunteer Firefighter Ken Roberts. Ken Roberts thanked the Fire Chief and Staff for the unconditional support from the District following his recent workplace injury.

IV. APPROVAL OF THE CONSENT AGENDA

The Board reviewed and discussed the following Consent Agenda items:

A. Draft minutes of the December 3, 2015 of the Board of Fire Commissioners meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #17619 through #17671 in the amount of \$100,729.81. Commissioner Nelson inquired about the Emergency Reporting warrant in the amount of \$12,013.52. Chief Brooks reported that it is the annual record management system subscription for emergency incidents for 2015.

C. Payroll #12A-2015 in the amount of \$821,090.15.

MOTION: To accept the Consent Agenda as presented.

Motion: Commissioner Nelson

Second: Vice Chair Dobry

Carried: Unanimous

Motion carried

V. COMMITTEE REPORTS

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

Commissioner Kirkbride attended the December 16, 2015 meeting and highlighted the following agenda items:

1. Thurston County EMT Academy Graduation – December 17, 2015 located at Yelm High School. EMT course had 24 applicants and 16 graduates.
2. ALS/BLS News Report – Chief Wright provided an analysis of the recently published study and highlighted multiple areas of concern regarding the validity of the report.
3. EMS Training Skill Set Videos – Production by Wade Glen, SEI with the collaboration of Olympia, Lacey, and Tumwater Fire agencies. It is available on the Medic One website. Chief Brooks reported the District supported the funding and District members participated in the filming.
4. Mobile Integrated Healthcare Pilot Program – Chief Brooks and Olympia Fire Chief Wright will present information at next month's meeting.
5. Steve Romines Update – Cancer treatments nearing an end and hopes to return to regular work schedule soon.

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

The December meeting was canceled. Chair Wilson reported that TCOMM 911 attended the Nisqually Grant Banquet and was awarded \$5,000.

C. City / District Liaison Communication updates

No report. The next meeting is February 16, 2016 at 8:30 a.m. located at the Lacey City Hall.

D. Thurston County Fire Commissioners Association Regular meeting

Vice Chair Dobry attended the Christmas Holiday Potluck on December 15, 2015 and highlighted the following agenda items:

1. Farewells to Fire District #8 Commissioner Art Getchman and Recorder Dianna McMaster.
2. Upcoming Calendar
 - January Meeting – Agenda objectives are dedicated to Association Direction, Strength of Purpose analysis, and Legislative Priorities.
 - 2016 Legislative Day – January 28, 2016 located in the Columbia Room of the Legislative Building. It is recommended to schedule an appointment with Representatives in advance.
 - February Meeting – Chief Brooks will be a guest speaker.
 - Saturday Seminar – March 26, 2016. Major Transportation Risks in Thurston County is the theme.
3. Commissioner and Fire Chief Relationships – Chief Brooks reported that he reinforced reported concerns to the Fire Chiefs at their recent meeting.

Vice Chair Dobry attended the State Auditors briefing for the Washington Fire Commissioners Association Healthcare Program Audit on behalf of Region Seven and reported there were no findings.

E. Thurston Regional Planning Council
Status report

Vice Chair Dobry attended the December 4, 2015 meeting and highlighted the following agenda items:

- Recognition and anniversaries
- Executive Session to discuss the Executive Director Evaluation
- Legislative Priorities
- Regional Transportation Plan draft will be released for public comment March 29, 2016 - April 8, 2016.

F. Community Outreach
Status report

1. Santa Mobile Schedule – The Santa Mobile is adding a neighborhood visit to South Park on December 19, 2015. Volunteers are asked to arrive at Station 31 at 5:30 p.m. Departure is 6 p.m.
2. Lacey Firefighters' Charity Holiday Events for Adopted Families
 - December 19, 2015 – Holiday shopping and wrapping meeting location is Station 31, 9 a.m.
 - December 20, 2015 – Santa Workshop located at Station 31, 12 p.m.- 5 p.m.

G. Nisqually Tribe
Status report

Chair Wilson and Chief Brooks attended the Nisqually Grant Banquet and reported that the District was awarded \$60,000.

H. Citizen Advisory Committee
Status report

The December meeting was canceled. Chief Brooks will be on the agenda at the next meeting in January.

VI. OLD BUSINESS

A. Bond Refinancing

Chief Brooks reported that Bond Counsel evaluated the original issuing bond documents per the Boards approval to consider potential bond refinancing for bonds that will be maturing in 2019. Bond Counsel discovered a risk in early refunding. Potential savings was not substantial enough to warrant the risks. The recommendation is to not consider refinancing the bonds and to allow them to mature as they were originally issued. The Board agreed.

B. 2016 Lacey Loves to Read

The Board agreed to participate in the Lacey Loves to Read “Read Around Lacey” program. Chief Brooks will submit the District’s registration to participate on February 15th- 20th. The Board inquired if staff is available to host during the week. Chief Brooks will research this and confirm the schedule and volunteer time slots via email.

VII. NEW BUSINESS

A. Resolution #848-12-15 for 2016 Tax Levy: Supersedes Resolution #847-12-15 adopted on December 3, 2015 due to amended property valuations from the County Assessor

Chief Brooks reported that the Thurston County Assessor Office updated State property values which affected the District’s Levy Certification. The County Assessor’s recommendation is that the District submits a resolution replacing the original and incorporating the District’s Tax levy increase.

MOTION: To adopt Resolution #848-12-15 for the 2016 Tax Levy which supersedes Resolution #847-12-15 and #844-11-15 authorizing an increase of the District’s tax levy from the previous year and authorizing the Fire Chief to sign the 2nd Amended 2016 Levy Certification.

Motion: Commissioner Nelson

Second: Commissioner Kirkbride

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported the following District Updates/Events:

1. Fire Chief 2015 Performance and Goals for 2016 will be available at the next meeting.
2. IT Specialist Update – There were six candidates. A conditional offer was given. The final steps are a suitability assessment and drug screening. Proposed appointment in January.
3. Large Expenditure – Engine 35 is near completion of a full engine rebuild; approximately a \$12,000 investment.
4. Centers for Public Excellence Training – Chief Brooks attended an accreditation workshop and received good information and resources.
5. District Responder Couples Workshops on December 12 th and 13th
Approximately 23 couples participated. It was well received.
6. BoFC Technology – Equipment Technician Matt Chambers acquired equipment for the microphone and audio visual upgrades. The modification will include the use of individual screens. Chambers will be working on the layout in the next few weeks.

IX. COMMISSIONER COMMENTS

The Board thanked Chief Brooks and Mrs. Brooks for the gift basket of treats and wished everyone a very Merry Christmas.

Chair Wilson announced that the Fire Chief's evaluation forms will be available in January. She noted that the Chair and Vice Chair positions will rotate at the last regular Board meeting in January. Vice Chair Dobry and Commissioner Roberts are next in line to fill the positions. The 2016 Committee Appointments and the Chairperson and Vice Chairperson Process Selection Policy will be included in the agenda packet for the next meeting.

Vice Chair Dobry requested that his swearing in of the Commissioner Position #1 be held at Station 31. Chief Brooks welcomed the Board to attend the District annual holiday luncheon and proposed that Vice Chair Dobry be sworn in at that time. Chief Brooks will confirm the luncheon date and follow-up with the Board.

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 6:48 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: January 7, 2016 – 5:30 pm



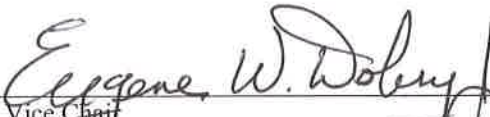
Chair




Commissioner



Commissioner



Vice Chair



Commissioner



ATTEST: District Secretary