

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

February 1, 2018

Present:

Chair Kirkbride
Vice Chair Wilson
Commissioner Dobry
Commissioner Ryder
Commissioner Roberts

I. CALL TO ORDER / FLAG SALUTE

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

II. APPROVAL OF THE AGENDA

MOTION: To accept the agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

III. HEARING OF THE PUBLIC / MEMBERS PRESENT

Olympic Ambulance Director of Thurston County Operations Chris Clem

IV. OATH AND PINNING FOR NEW MEMBERS

Chief Brooks welcomed five new Volunteer Firefighters and their families. Volunteer Firefighters Jared Conesa, Kelsey Cavill, Trystan Kirkley, Gwen Morton, and Jordan Pepe gave a brief introduction and recited the Oath of Office. The pinning was conducted and Volunteer Coordinator Jim Dickson presented them with their helmets.

Chair Kirkbride recessed the regular Board meeting at 5:42 p.m. for duration of 10 minutes. Light refreshments were served.

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the January 18, 2018 of the regular Board of Fire Commissioners and Board of Volunteer Firefighters Meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #19950 through #19980 in the amount of \$89,624.47.

- Donation Fund 101 (Acct# 6633) checks numbered #19981 through #19985 in the amount of \$7,998.82.
 - Equipment Repair and Replacement Fund 103 (Acct# 6636) check numbered #19986 in the amount of \$55,840.09.

 - 2017 Capital Improvement Project Fund 306 (Acct#6639) checks #19987 through #19988 in the amount of \$711,520.46.
- C. Payroll
- 1A4 2018 in the amount of \$5,342.53.
 - 1B 2018 in the amount of \$341,433.11.

MOTION: To accept the Consent Agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

VI. COMMITTEE REPORTS

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

No report. The next meeting is February 21, 2018.

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

No report. The next meeting is the first Wednesday in March.

C. City / District Liaison Communication updates

No report. The next meeting is February 20, 2018 located at City Hall.

D. Thurston County Fire Commissioners Association Regular meeting

Commissioner Dobry reported the following:

1. Upcoming Meetings
 - Next regular meeting is February 20, 2018.
 - Strength of Purpose meeting is February 5, 2018. Commissioner Dobry will attend.

2. WA Fire Commissioners Association Meeting
 - Financial Report.
 - The membership is up in 2017
 - Under budget by 2.7%
 - Dues for 2018 is \$229K

- Health Care Committee Report
 - 6% over expended
 - 124 claims exceeded \$50K and 4 claims exceeded \$250K
 - Six new organizations joined the healthcare program this year.
 - Mandatory audits for 2016 records will occur.
 - Healthcare Position Vacancy – Hiring of a consultant to search for qualified candidates.
 - Three bonds maturing this year
 - The State Capital Budget passed funding of \$10.3 million to the Fire Training Academy. \$7.3 million will be used to replace two of the burn towers, \$3 million for the water treatment infrastructure and rebuilding of roads.
 - Kitchen remodel and restriping of the parking lot are underway.

E. Thurston Regional Planning Council
Status report

No report. The next meeting is February 2, 2018. Commissioner Dobry will attend.

F. Community Outreach
Status report
Staff

Chief Brooks reported the following updates:

1. Annual Homeowners Association Meetings
 - St. Clair Terrace – February 25, 2018 located at Station 34, 5:15 p.m. Chief Brooks and Vice Chair Wilson will attend.
2. Depot District Studio Sessions – February 26-28, 2018
 - February 26
 - Open Forum – 2 p.m. – 5 p.m.
 - Consultant Presentation – 6:30 p.m. – 8:30 p.m.
 - February 27 & 28
 - Open Form – 9 a.m. – 5 p.m.
 - Consultant Presentation – 6:30-830 p.m.
3. Chaplain Bob Sievers' Retirement Celebration – Recognition of his 12+ years of service to the District will take place at the next regular Board meeting on February 15, 2018. An invitation was extended to the District to attend a retirement celebration hosted by Chaplain Bob's congregation at First Baptist Church on February 24, 2018 located in downtown Olympia. Chief Brooks will email the event details to the Board. He reported that Battalion Chief Fox volunteered to take the lead in the succession planning for the chaplain program. He noted that District member and Chaplain Bill Terhune volunteered to serve as lead Chaplain in the interim. Chief Brooks stated that three members of the community shared interest to serve as District Chaplains.

- G. Nisqually Tribe
Status report
No report.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

- A. Open Public Meetings Act Training: Video Presentation

The Board, Chief Brooks, Finance Director Dale Hough, HR Director Teri Perrine, Deputy Chief Kathy Dickson, F.E.T. Director Matt Chambers, Volunteer Coordinator Jim Dickson were present to participate in the online Washington State Open Public Meetings Act Training in accordance viewed via the following website <https://www.youtube.com/watch?v=9yTtVGToW1A>. The video began a 6:09 p.m. and concluded at 6:25 p.m.

IX. ADMINISTRATIVE REPORT

Chief Brooks reported the following updates/events:

1. Recruitment for the Deputy Chief of Operations has been posted internally and externally.
2. Promotions and hiring of four firefighters are in planning. The North Bend and Bates Academy offer programs April through June. There are currently no vacancies. The District is currently on a waitlist. If there is no availability, hiring will be postponed until the fall. The District has sent recent recruits to the West Pierce Fire Rescue Recruit Academy as an alternative which costs more.
3. Vehicle Replacements
 - Brush Truck – New chassis for the new brush rig arrived and is being worked on at the shop. Equipment from the old unit will be moved to the new. Optimistic it will be in service by wildland fire season.
 - Pierce Manufacturing Fire Engine Update – Pre-build engineering meeting will be in the spring with an anticipated delivery date in November.
 - Aid Car Unit– New Aid Unit re-chassis projected for 2019. Active estimate for re-chassis is under \$100K.
4. Legislative Day
 - Fire Service Study Bill – Evaluation of how fire service is managed from the state level.
 - EMS Levy Bill – Targeting counties that have countywide EMS Levies. The RCW dictating cities over 50K would get a vote prior to placing the countywide levy on the ballot. The proposal would move the approval rights from municipalities to the agency providing EMS Service.

5. Lacey Firefighters Charity – A presentation will be given by the charity to recognize agencies who supported the Lacey Fire Charity Holiday Programs at a regular Board meeting in March.
6. Station 34 Capital Project Committee Update –Chair Kirkbride commented that it was a productive meeting. The next meeting will be conducted at Olympia Fire Station 4 on February 12, 2018. Staff will meet with Rice Fergus Miller on February 13, 2018.
7. Staff will discuss Special Use Permit with Community Development Directors Rick Walk and Josh Cummings on February 5, 2018.

X. COMMISSIONER COMMENTS-

Commissioner Roberts requested to be excused from the February 15, 2018 Board meeting.

Commissioner Dobry commented he attended Legislative Day and was reported that there wasn't a strong Fire Commissioner presence in comparison to previous years. He noted that he attended the ER Management Seminar Executive on Disaster Recovery. It was well attended. He stated that Emergency Management will start to promote a new alert notification "Rave Alert" that will go into effect after March 1, 2018. Registration is required to be included in the notification system. He suggested to highlight this message during HOA meetings.

Chair Kirkbride reported that he attended the Executive Seminar and commented that disaster preparedness is a progressive message. He suggested that the District engage our population to prepare for a disaster. He recommended that the Board conduct a Workshop to discuss the District's role in educating citizens and spreading the message on the new alert notification system.

Commissioners Ryder and Wilson did not comment.

XI. OTHER INFORMATION

- A. Suggestion Box – None
- B. Correspondence – Thank you letters from California residents from the wildfires continue to come in.

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

XIII. ADJOURNMENT

Chair Kirkbride adjourned the regular meeting at 6:54 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: February 15, 2018 – 5:30 p.m.


Chair


Commissioner


Commissioner


Vice Chair


Commissioner


ATTEST: District Secretary