

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**July 19, 2018**

Present:

Chair Kirkbride

Vice Chair Wilson

Commissioner Ryder

Commissioner Dobry

Commissioner Roberts attended via teleconference.

**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 consent agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

Chair Kirkbride announced a relocation of the meeting to the Apparatus Bay at 5:31 p.m. for the purpose of conducting a pinning ceremony and introduction of new members. The meeting will return to the BoFC to continue the order of the agenda.

**III. INTRODUCTION AND PINNING OF NEW MEMBERS**

Chief Brooks welcomed new members and their family and friends. He introduced the Board of Fire Commissioners and presented the following groups of new members:

- Volunteer Firefighters (Fast Trackers): Andrew Adams, Scott Harn, Chase Johnson, and Lisa Wheeler. They recited the oath of office and were pinned their badges and collar brass. Volunteer Coordinator Jim Dickson presented them with their helmets.
- Career Members: Firefighters Jeff Beaulieu, Zach Landgraf, Ryan Merten, Morgan Lowe. Paramedics Brandon Dawson and Brian Walton. FFs Lowe and Walton recited the oath of office.
- Behavioral Medicine & Behavior Health Clinicians: Michael Dolezal and John Charleson (not present). Michael Dolezal gave a brief introduction of his medical background and working with the military and first responders.
- Chaplains: Chris Gorman, Heike Ward and Dane Bauersfeld (not present). Chief Brooks presented them with their badges. Chief Brooks also recognized Chaplain Bill Terhune and thanked him for his leadership in the Chaplain program.

Each member gave a brief introduction and background history. The pinning ceremony and introductions ended at 5: 59 p.m. A ten-minute recess followed with light refreshments.

The meeting was reconvened in the Board of Fire Commissioners Meeting Room at 6:08 p.m. with Commissioner Roberts joining by phone.

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

Chief Brooks announced a malfunction to the meeting recording system. He inquired the Board's direction moving forward. The Board approved to proceed with the meeting and disclosed that the meeting was no longer being recorded by audio.

Olympic Ambulance Director of Thurston County Operations Chris Clem reported that six new applicants completed the interview process. He stated that Infrared Opticom Combo order has been placed and equipment is currently being updated.

Rytec Corporation Sales Manager Tom Zimmerman commented that his team worked diligently to complete the bid package for the high speed high performance equipment. He noted that the Rytec Corporation supplied the high speed high performance doors at Station 34. Chair Kirkbride thanked him for his attendance.

#### **V. APPROVAL OF THE CONSENT AGENDA**

- A. Draft minutes of the July 5, 2018 regular Board of the Board of Fire Commissioners meeting.
- B. Warrants
  - General Fund 001 (Acct# 6630) checks numbered #20515 through #20553 in the amount of \$69,083.83.
  - Capital Projects Fund 301 (Acct# 6631) checks numbered #20554 through #20555 in the amount of \$138.43.
- C. Payroll #7A 2018 in the amount of \$1,214,456.62.

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

Motion: Commissioner Ryder

Second: Commissioner Wilson

Carried: Unanimous

#### **VI. COMMITTEE REPORTS**

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

Commissioner Kirkbride attended the July 18, 2018 meeting and reported the following agenda items:

- The proposed Resolution of Code of Conduct is not currently moving forward.
- Lifetime Achievement was awarded to retired Paramedic Lieutenant Donald Bowman.
- A change to the bylaws adding a non-voting “emeritus” position is being proposed.
- Meetings will take place at Olympia Fire Station O1 beginning September due to the TCOMM facility remodel.

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

Vice Chair Wilson attended the July 11, 2018 meeting and reported the following agenda items:

- A new fee schedule was adopted for non-members. \$1K is the base fee in addition to the number of calls rendered.
- Revenue is running approximately 10% above budget.
- An agreement was made to service the Chehalis Tribe 911 calls. It is approximately 3,305 additional calls to the system. The Chehalis Tribe will pay \$107,104 for service based on a fee schedule.

C. City / District Liaison  
Communication updates

The next meeting is August 21, 2018.

D. Thurston County Fire Commissioners Association  
Regular meeting

Commissioner Dobry attended the July 17, 2018 meeting and reported the agenda highlights:

- Thurston County Special Operations Rescue Team (SORT) presentation and rescue truck demonstration by McLane/Black Lake Fire Battalion Chief Andy Speier.
- TCOMM 911 & Chehalis Tribe Fee-for-Service Agreement established.
- August meeting will be a picnic at Lake Lawrence

Commissioner Dobry attended the July 7, 2018 WA Fire Commissioners Board of Directors’ meeting and reported the following agenda items discussed:

- Healthcare claims exceeded revenue in premiums by over \$3 million. A recommendation of a 15% increase for PPO plans and 7% for other plans was recommended.
- Healthcare Manager will be presenting for the County Association meeting in September.
- Proposal to the Board of Volunteer Firefighters Meeting on July 27, 2018 to increase pension.

- Commissioner Compensation is anticipated to rise to \$130 per meeting in 2019.
- Conference sessions include: Sharing Resources, Being Successful in FEMA Grants, Pension Systems, Firefighter Wellness, 1stNet/OneNet, and the Amtrak Rail Derailment.

E. Thurston Regional Planning Council  
Status report

Commissioner Dobry attended the July 6, 2018 meeting. He highlighted the agenda items discussed:

- Surface Transportation Program (STP) and Congestion Mitigation and Air Quality Programs (CMAQ) – Submissions were reviewed. Action was not taken at this meeting.
- Sustainable Thurston – “The State We’re In: Washington” is a new civics curriculum to support the 2018 bill requiring high school students to take a civics course.

F. Community Outreach  
Status report  
Staff

Chief Brooks reported the following updates and events:

1. “Hot Dogs for Heroes” at Woodland Retirement– July 28, 2018. District Responders and Chief Brooks will attend.
2. JBLM Appreciation Event – August 18, 2018. 10 a.m. – 2 p.m. Chief Brooks and Volunteer Coordinator Jim Dickson will have a District informational booth.
3. Thurston County Fair – August 1<sup>st</sup>-5<sup>th</sup>. The District will be staffing in partnership with Medic One.

G. Nisqually Tribe  
Status report  
Staff

No report.

H. Capital Facilities and Equipment Activities  
Staff

Chief Brooks reported that FET Director Chambers was in a conference call with Rice Fergus Miller regarding the site plans. They are working on refining the exterior appearance and finishes. No new updates on the Special Use Permit. He advised that the new engine build should be underway in the near future.

**VII. OLD BUSINESS**

None

## VIII. NEW BUSINESS

### A. Bid Opening for Bay Door Replacement Project: Discussion/Potential Contract Award

Chief Brooks reported that in 2012, the District changed the Station 34 bay doors to Rytex high speed high performance doors. Staff has been pleased with the product. Chief Brooks stated that the current bids are for a retrofit of all the existing bay doors at Stations 31, 33, 35 (twelve doors in total). Chief Brooks reported three bids received and presented the unopened bid envelopes to Chair Kirkbride. Chair Kirkbride opened the envelopes and read aloud the three vendor bid submissions received:

1. Cressy Door Company
  - Option: Hormann SG5000U
  - Total: \$453,167.00
2. Bell & Bell Builders & Overhead Doors LLC.
  - Option: Wayne Dalton Commercial Doors 888ADV-X
  - Total: \$511,165.30
3. Rytex Corporation
  - Option: Rytex Sprial
  - Total: \$660,978.96

Chair Kirkbride commented that the bids packets are extensive and recommends that the Board not award tonight to allow staff to review the bids for responsiveness and compliance with the published Request for Proposals.

**MOTION:** To allow staff to review the bids and propose action at the August 2<sup>nd</sup> meeting.

Motion: Commissioner Wilson

Second: Commissioner Ryder

Carried: Unanimous

## IX. ADMINISTRATIVE REPORT

Chief Brooks reported the following events and updates:

1. Mobilization
  - South Central Oregon – Lt. Berman is managing radio communications for an Incident Management Team.
  - Rapid Extracation Module (REM) – SORT members Lt. Pearsall and Firefighter Gene Tyler will deploy to Southern Oregon.
  - Emergency Management Assistance Compact (EMAC) for Wildland Engines – Staff opted not to deploy to maintain staffing for resources at home.
  - New Chassis Brush Rig in operation and performing successfully
2. Washington Surveying and Rating Bureau (WSRB) – Rating renewal is set for September. Updates to follow.

3. Rainer Vista Mobile Home Park Annexation – Petition Submission is moving forward with first staff report at the August 9, 2018 City Council meeting.
4. Invitation by Washington Fire Commissioners Association for the District to give a presentation on the Amtrak Derailment.
5. Potential Grant on Medicaid Transformation Integration – Community ParaMedicine. Deadline for submission was Monday. Amounts were not full funding. Chief Brooks opted not to submit an application.
6. Chiefs Travels – Chief Brooks and Deputy Chief Dickson will be out of the office next week.

**X. COMMISSIONER COMMENTS**

Commissioner Roberts thanked the Board for letting her attend via teleconference. She shared a report of vehicle theft of a Sacramento Metro Fire Engine.

Commissioner Dobry announced that he'll be traveling July 21<sup>st</sup>- early August.

Commissioner Ryder will be travelling and will not be able to attend the next regular board meeting. She is available to participate via teleconference.

Vice Chair Wilson congratulated Lt.'s Jim Green and Alex Christiansen for winning the team award at a recent golf tournament for first responders' non-profit group. An estimated \$30K was raised.

Chair Kirkbride announced that he'll be traveling July 21<sup>st</sup>-28<sup>th</sup>.

**XI. OTHER INFORMATION**

- A. Suggestion Box – None
- B. Correspondence – None

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

Volunteer Coordinator Jim Dickson thanked the Board and the District for conducting the pinning ceremony and allowing friends and family to witness the occasion.

Chair Kirkbride announced an Executive Session anticipated for 20 minutes at 7:20 p.m. with no action planned within the session.

**XIII. REQUEST FOR EXECUTIVE SESSION**

- A. In Accordance with RCW 42.30.140(4)(a) Regarding Discussion of Collective Bargaining Strategies

The executive session was extended another five minutes. There was no action taken. The regular Board meeting reconvened at 7:45 p.m.

**XIV. ADJOURNMENT**

The meeting was adjourned at 7:47 p.m.

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

*Next Regular Meeting: August 2, 2018 – 5:30 p.m.*

  
Chair

  
Vice Chair

  
Commissioner

  
Commissioner

Commissioner

ATTEST: District Secretary