

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

October 4, 2018

Present:

Chair Kirkbride
Vice Chair Wilson
Commissioner Ryder
Commissioner Dobry
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

None

IV. PROMOTIONAL PINNING CEREMONY FOR LT. STEVE MONTGOMERY

Deputy Chief Cox gave an introduction of Steve Montgomery. Steve Montgomery recited the oath of office and was presented with his Lieutenant promotional badge and collar brass. Battalion Chief Hulse presented him with his promotional red helmet. Lt. Montgomery gave a few words of appreciation and encouragement moving forward in his position.

Chair Kirkbride recessed the regular board meeting at 5:37 for duration of ten minutes for a brief social exchange and light refreshments.

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the September 20, 2018 regular Board of the Board of Fire Commissioners meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #20721 through #20746 in the amount of \$34,587.52. Commissioner Dobry inquired about the

Professional Health Services Inc. invoice in the amount of \$6,320.00 for Annual Physical Blood Draws. Commissioner Dobry expressed his concern that the District is paying for medical services that are covered through medical benefits paid by the District. He inquired if the blood draw procedure included the blood analysis. Deputy Chief Dickson reported that this invoice did not include the blood analysis. She stated that the District received a separate invoice for the blood analysis service. Deputy Chief Dickson reported that the District provides Annual Medical Physicals and a Peer Fitness Trainer onsite providing a more extensive analysis catered to the demands of first responders. She advised that a routine annual physical and blood analysis covered under the medical benefits of preventive services does not meet the wellness fitness requirements of the District. Commissioner Dobry suggested challenging the WA Fire Commissioners Association on the possibility of reimbursement for the baseline services covered under the medical benefit plan. Commissioner Dobry will address this to WFCFA Healthcare Program Manager Anne Marvin.

- Donation Fund 101 (Acct# 6633) check numbered #20747 in the amount of \$3,413.50.
- 2017 Capital Improvement Project Fund 306 (Acct#6639) check numbered #20748 in the amount of \$1,000.00.

C. Payroll #9B 2018 in the amount of \$373,601.90.

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Wilson

Second: Commissioner Ryder

Carried: Unanimous

VI. COMMITTEE REPORTS

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

No report. The next meeting is October 17, 2018. He gave a reminder of Steve Romines' Memorial on October 8, 2018.

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

Vice Chair Wilson reported that she attended a joint meeting of Admin and Ops on October 3, 2018. She reported the following agenda highlights:

- Radio Project – Pursuing a partnership with WA Stat Patrol. Will apply for a firefighter grant.
- Legislative Topics
 - Request \$1-3 million in capital funding to support the radio project. TCOMM's goal is to accumulate \$10M to contribute to the \$30 million

project. The Administration Board will meet with Senator Reuven Carlyle.

- State Law Change Request – Authorization to collect up to 2%-3% in sales tax.
- Proposed 2019 Budget Adopted – The 2019 proposed operating budget is \$8,510,721. This is 4.5% over the 2018 operating budget. Capital Expense budget is proposed at \$463,828. Estimated total income is 9,400,758.
- Facility Remodel – On schedule.

C. City / District Liaison
Communication updates

No report. The next meeting is October 16, 2018 located at Lacey City Hall.

D. Thurston County Fire Commissioners Association (TCFCA)
Regular meeting

Commissioner Dobry attended the Strength of Purpose meeting on October 1, 2018. He reported the following agenda highlights:

- The next scheduled meeting is November 5, 2018 located at Station 61. Guest speaker Wendy Riff from Providence hospital will be presenting on the Designated Medical Control Center and Mass Causality Incident (MCI) Preparedness
- 2019 Proposed Budget & Dues – Will be provided at the October 15, 2018 meeting.
- Fire District 6 Commissioner Brandon Faust was appointed to the Nomination Committee.

The next regular TCFCA meeting is October 15, 2018. Vice Chair Wilson will attend in Commissioner Dobry's absence.

E. Thurston Regional Planning Council
Status report

The next meeting is October 5, 2018. Commissioner Dobry will attend. Vice Chair Wilson reported that she received an email related to the Growth Management Act and transportation in an effort to conduct a survey on two occasions. The following survey sessions will be held at TRPC:

- October 24th, 5:30 p.m. – 8 p.m. for elected officials.
 - October 25th, 12:30 p.m. – 4:30 p.m. for staff and interested parties.
- Vice Chair Wilson will email the info to Chair.

F. Community Outreach
Status report

Deputy Chief Cox reported the following updates and events:

1. Fire Prevention Education Month – Crews will visit 16 schools and provide presentations to grades kindergarten through second grade.

2. Lakemont HOA Annual Meeting – October 12, 2018 located at Station 31 in the BoFC. Battalion Chief Hulse will attend. Vice Chair Wilson will follow up to confirm her attendance.
3. Steve Romines Funeral Service – Paramedic Karen Weis will represent the District. The service will live stream on the District’s Facebook page.

G. Nisqually Tribe
Status report

No report.

H. Capital Facilities and Equipment Activities
Staff

Deputy Chief Cox gave the following updates:

1. Bay Door Replacement Project – Bids will be opened at the next meeting.
2. Steilacoom Road Annexation – Chief Brooks signed the annexation with the City of Lacey relating to Station 34’s property.
3. New Fire Engine – Photos of the production stage were shared with the board.

VII. OLD BUSINESS

A. Apparatus Bay Door Re-bid Process: Staff Update

Facilities Equipment Technology Director (FET) Matt Chambers reported that he and the Finance Director Dale Hough and Deputy Chief Dickson conducted a walk thru evaluation of the current doors with three potential bidders. Staff will publish the questions asked by the bidders and the District’s response for all bidders to see. The District articulated what the expectations are and how the submissions will be graded.

VIII. NEW BUSINESS

None

IX. ADMINISTRATIVE REPORT

Deputy Chief Cox reported the following events and updates:

1. 2020 ALS Contract Extension No.1 – The revised contract between Thurston County Medic One and the District is included in the Commissioners Binder for the Board to sign this evening.
2. Olympia Annexation – The City of Olympia is looking at annexing the south part of the Urban Growth Management Area: Indian Summer west to Boulevard Road and the Chehalis Trail.

3. Tumwater Regionalization – A consultant will be visiting the District to interview the Board, administrative staff and members of the Local 2903. Dates to be determined.
4. ESO Electronic Safety Pad – Implementation is ongoing. Targeted dates for training is after the Fire Prevention Public Education Month held in October beginning in November through December.
5. Station 31 Garage Door Malfunction – DC Cox reported that one of Station 31's bay door cables broke and the door was not operational. Deputy Chief Cox recognized FET Director Chambers for supporting the duty crew after hours in creating a solution to safely secure the bay overnight for repair the next day.

X. COMMISSIONER COMMENTS

Commissioner Dobry stated that he spoke with WFCM Healthcare Program Manager Anne Marvin regarding the Human Resource workshops she'll be conducting at the 2018 WFCM Conference in Yakima. He reported that she is looking into live streaming the Human Resource presentation. He informed the Board that he submitted Chair Kirkbride's proxy form. He noted that he'll be traveling next week.

Commissioner Roberts, Ryder, Wilson and Kirkbride had no comments.

XI. OTHER INFORMATION

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

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

Olympic Ambulance Director Chris Clem reported that their agency has a new patch logo. He gifted the new patches to the board. He stated that they sold Mason County Medic One. He announced that they will be hosting a blood draw clinic at their site soon. He reported that the agency is going through a process to become an ALS transport for inner facility service in Thurston County.

Volunteer Coordinator Jim Dickson reported that the District's three candidates are doing well in the County Fire Academy. The EMT candidate is at the top of the class. He stated that 11 volunteer candidates will be attending new member orientation in December. Four of the 11 candidates were recruited from JBLM. Three of the four will be receiving EMT training at JBLM. He advised that two resident candidates are in the process of completing pump training with a target date before Thanksgiving. There are currently no responders at Station 32. He informed that two of the volunteer candidates onboarding in December expressed an interest in becoming residents.

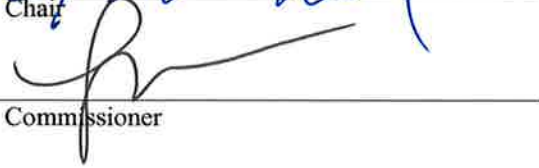
XIII. ADJOURNMENT

Chair Kirkbride adjourned 6:31 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: October 18, 2018 – 5:30 p.m.


Chair


Commissioner

Commissioner


Vice Chair


Commissioner


ATTEST: District Secretary