

Thurston County Fire District Three



Agenda for the Board of Fire Commissioners

Regular Meeting

January 17, 2019

5:30 pm

- I. **CALL TO ORDER / FLAG SALUTE**
- II. **APPROVAL OF THE AGENDA**
 - A. Additions / Deletions
- III. **PINNING CEREMONIES FOR PMLT KAREN WEISS AND NEW VOLUNTEER FIREFIGHTERS**
- IV. **HEARING OF THE PUBLIC / MEMBERS PRESENT**
- V. **APPROVAL OF THE CONSENT AGENDA**
 - A. Draft minutes of the January 3, 2019 meeting of the Board of Fire Commissioners meeting.
 - B. Warrants
 - General Fund 001 (Acct# 6630) checks numbered #21005 through #23036 in the amount of \$102,916.27.
 - Donations Fund 101 (Acct# 6633) check numbered #21037 in the amount of \$85.00
 - 2017 Capital Improvement Project Fund 306 (Acct#6639) checks #21038 through #21039 in the amount of \$75,842.81
 - C. Payroll #1A 2019 in the amount of \$1,281,044.66.
- VI. **COMMITTEE REPORTS**
 - A. Thurston County Medic One

- | | |
|--|----------------------------------|
| E.M.S. Council | Commissioner Kirkbride |
| B. Thurston 9-1-1 Communications (TCOMM)
Administration Board | Commissioner Wilson |
| C. City / District Liaison
Communication updates | Commissioners Kirkbride & Wilson |
| D. Thurston County Fire Commissioners Association
Regular meeting | Commissioner Dobry |
| E. Thurston Regional Planning Council
Status report | Commissioner Dobry |
| F. Community Outreach
Status report | Staff |
| G. Nisqually Tribe
Status report | Staff |
| H. Capital Facilities and Equipment Activities | Staff |
- VII. OLD BUSINESS**
- A.
- VIII. NEW BUSINESS**
- A. Selection of Board Officers (see Appendix A)
- B. Appointment of External Agency Subcommittee Representatives
- IX. ADMINISTRATIVE REPORT**
- X. COMMISSIONER COMMENTS**
- XI. OTHER INFORMATION**
- A. Suggestion Box
- B. Correspondence
- XII. HEARING OF THE PUBLIC / MEMBERS PRESENT**
- XIII. REQUEST FOR EXECUTIVE SESSION**
- A. Pursuant to RCW 42.30.110(1)(g): To review the performance of a public employee
- XIV. ADJOURNMENT**

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.
Next Regular Meeting: February 7, 2019 – 5:30 pm

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

January 3, 2019

Present:

Chair Kirkbride

Vice Chair Wilson

Commissioner Dobry

Commissioner Roberts

Commissioner Ryder

I. CALL TO ORDER / FLAG SALUTE

Chair Kirkbride called the meeting to order at 5:30 p.m. and followed with a salute to our Nations flag.

II. APPROVAL OF THE AGENDA

Chief Brooks amended the agenda by noting FF/PM Karen Weiss would not be able to attend and her badge pinning ceremony would be postponed until the next meeting.

MOTION: To accept the agenda as amended.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

III. PROMOTIONAL CEREMONY – LIEUTENANT

Chief Brooks introduced FF/EMT Chris Barney who has been with the District since 2005. He started as a Trainee Firefighter and tonight is being promoted to Lieutenant. Chief Brooks noted that Lt Barney has already demonstrated leadership within the District and county through his truck company work and engagement with the county Special Operations Response Team (SORT).

Chief Brooks noted Lt Barney will be in the Training Lieutenant position for two years, continuing the good work of Lt Martin Ranney, who rotates out of training and into a shift LT position.

The Fire Chief administered the Oath of Office, Lt Barneys' family helped pin on his new badge and Chief Cox presented his new red officers helmet.

The regular Board meeting was recessed for a brief social exchange and photo opportunities.

The regular meeting reconvened at 5:40 p.m.

IV. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

V. APPROVAL OF THE CONSENT AGENDA

- A. Draft minutes of the December 20, 2018 regular Board of Fire Commissioners meeting.
- B. Warrants
 - General Fund 001 (Acct# 6630) checks numbered #20964 through #20986 in the amount of \$44,521.76.
 - Capital Improvement Fund 306 (Acct# 6639) checks numbered #20987 through #20989 in the amount of \$133,793.72
- C. Payroll #12B in the amount of \$374,538.14.

MOTION: To accept the 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. Next meeting January 16th.
- B. Thurston 9-1-1 Communications (TCOMM)
Administration Board
No report. Commissioner Wilson commented on the recent 911 outage and stated the Committee should be receiving a report on why it happened.
- C. City / District Liaison
Communication updates
Chief Brooks reported absent Board changes, he would seek to confirm the every other month, second Tuesday meeting arrangement with the City. Chair Kirkbride requested the Chief to determine if the February meeting could start slightly earlier.
- D. Thurston County Fire Commissioners Association
Regular meeting
No report. Next meeting January 15th.

E. Thurston Regional Planning Council (TRPC)

Status report

- No report. Next meeting January 4th.

F. Community Outreach

Status report

Staff

1. Meridian Acres annual meeting on Saturday, January 12th at Station 34 at 0900. Commissioner Wilson will attend.
2. The Ridge annual meeting on Tuesday, January 22nd at Station 34 at 6:30 PM. Commissioner Dobry will attend.

G. Nisqually Tribe

Status report

Staff

Chief Brooks reported reaching out again to CEO Iyall and has had no response yet. There has been no news on the grant process.

Chief Brooks reported receiving a communication from Nisqually Development Director Joe Cushman requesting we verify our response under our existing agreement for two particular properties on the Reservation. The Nisquallys are opening healing houses which are licensed under DSHS and DSHS required proof of fire protection services. As a result of this the District now has a fully signed fire protection agreement with the Nisquallys.

H. Capital Facilities and Equipment Activities

Staff

Chief Brooks gave the following updates:

1. New Engine 34 – Travel arrangements are finalized for the final engine inspection; staff will be traveling next week. The District is still anticipating having the new engine in town late January, early February, with it going into service early March.
2. New Station – still waiting for the County Boundary Review deadline of January 14th regarding the proposed City of Lacey annexation. It is anticipated the County will be making an alternative proposal to the Boundary Review Board and the District is already working with Rice Fergus Miller on the assumption we will be moving forward under County jurisdiction. They understand our time constraints and have promised to move us forward in an expedient manner.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

None

IX. ADMINISTRATIVE REPORT

Chief Brooks reported the following updates/events:

1. Surplus engine – in a followup to last meeting, the Chief met with the City regarding the potential of having the engine on display in the museum. While interested, the City indicated there is simply not the physical space necessary.

There is still potential interest by the Local to preserve it here and have it available for the community. Chief Brooks inquired as to the Board's comfort level in a title transfer for the engine to remain locally and available for community activities or securing some sort of financial compensation from the Local versus declaring it of value and selling it through established means. The Commissioners generally were supportive of it remaining locally, but requested a written proposal be brought to the Board identifying the Local's plan for the engine. The Chief will take the request back to the Local.

Additionally, another group, the local chapter of the Fraternal Order of Leatherheads, who is engaged in training activities throughout the County, has expressed potential interest. Their issue is they would like access, but don't necessarily want to own equipment.

Chief Brooks reported that it would be possible to keep the engine on our insurance on a rider and have the Local pay those costs. Finally, legal counsel would need to advise on the process of a title transfer.

Chair Kirkbride stated he is not yet ready to give up on the museum issue. The history of the City of Lacey and the District are intertwined and the engine represents the Fire District's role in the formation of Lacey. He stated he intends to continue conversations with appropriate persons regarding this issue.

2. South Sound Chamber of Commerce – the Chief thanked Finance Director Dale Hough for reestablishing contact with the Chamber. The Chief also noted that the Chamber had reached out to him regarding updating information that had been previously published in the Chambers Outreach Directory. The next edition will contain the updated information at no cost to the District.
3. The Chief thanked Deputy Chief Cox and the on duty crew for standing up the District's Emergency Operation Center recently during the 911 outage.
4. The Chief thanked the Commissioners for their support in the retirement events on December 31st – Lt Craig Halstrom and Volunteer Coordinator Jim Dickson.

5. Next Board meeting we have a group of volunteer firefighters who will be sworn in and hopefully Lt Weiss will be available for her promotional badge pinning. Additionally, the remainder of the meeting will be staffed by the Deputy Chiefs as the Chief will be attending the Distinguished Leadership awards that will honoring the co-executors of the Together Board.

X. COMMISSIONER COMMENTS

Commissioner Roberts reported she received a 911 failure alert even in California. Additionally, she will not be available for next meeting.

Commissioner Dobry reported the legislative day will be January 24th, and requested the Chief to please register him for that event. Commissioner Dobry noted that he did not receive the expected email related to the Executive Seminar – Commissioners Ryder and Roberts indicated they also did not receive the email. Chief Brooks will forward the email and the Commissioners can reply and register directly if they are interested.

Commissioner Ryder – no comments.

Vice Chair Wilson noted there was a nice retirement event for Jim and also that the crews have been very busy, including an event involving ricin. The Chief explained that the crews had seen patient and the evaluation did not rise to a level of alarm, or needing care or transport. Subsequent to that, the patient went via private vehicle to St Petes and had a container of what they claimed was ground castor beans containing ricin. This caused a haz mat response to the hospital and County Emergency Management and the FBI became involved. It was subsequently determined the risk was very low and all potentially affected parties have been informed.

Chair Kirkbride stated he has a meeting with a legislator next week regarding possible sponsorship of a bill for a sales tax capacity increase for funding 911 services and will follow-up with TCOMM.

XI. OTHER INFORMATION

A. Suggestion Box – None

B. Correspondence – None

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

XIII. ADJOURNMENT

The meeting was adjourned at 6:15 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.
Next Regular Meeting: January 17, 2019 – 5:30 p.m.

Chair

Vice Chair

Commissioner

Commissioner

Commissioner

ATTEST: District Secretary



Lacey Fire District 3, WA

Check Report

By Check Number

Date Range: 01/17/2019 - 01/18/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: 001-GENERAL FUND						
997	ALARM CENTER/CUSTOM SECURITY	01/18/2019	Regular	0.00	103.46	21005
<u>1154920</u>	Invoice	01/17/2019	Sta. 31 - Service Lobby Stair Lock	0.00	103.46	
1415	BENTLEY, JACOB A	01/18/2019	Regular	0.00	400.00	21006
<u>1/3/19 - Bentley</u>	Invoice	01/17/2019	Dec. 2018 Practicum Supervsn. for Doctor	0.00	400.00	
132	CALLBACK STAFFING	01/18/2019	Regular	0.00	127.76	21007
<u>0010972</u>	Invoice	01/17/2019	Increase Number of Users	0.00	127.76	
1356	CENTURYLINK - BUSINESS SVS	01/18/2019	Regular	0.00	571.95	21008
<u>1459252169</u>	Invoice	01/17/2019	1/7/19 - Phone Expenses, Inv. #14592521	0.00	571.95	
151	CENTURYLINK - LOCAL	01/18/2019	Regular	0.00	237.04	21009
<u>1/2/19 - Acct. #3</u>	Invoice	01/17/2019	1/2/2019 - Phone Expenses - Acct. # 360-	0.00	237.04	
1161	CHAMBERS PRAIRIE ELECTRIC	01/18/2019	Regular	0.00	201.73	21010
<u>11301</u>	Invoice	01/17/2019	Relocate Outlet in Cheif's Office	0.00	201.73	
704	CITY OF LACEY	01/18/2019	Regular	0.00	4,317.49	21011
<u>14628</u>	Invoice	01/17/2019	Fuel - Dec. 2018, Invoice #14628	0.00	4,317.49	
706	CITY OF OLYMPIA	01/18/2019	Regular	0.00	7,509.84	21012
<u>1/8/19 - Oly Shop</u>	Invoice	01/17/2019	Oly Shop - Dec 2018, Vehicle Maint. Contr	0.00	7,509.84	
1506	CRAWFORD DOOR CO LLC	01/18/2019	Regular	0.00	800.69	21013
<u>101243</u>	Invoice	01/17/2019	Station 34 Garage Door Service	0.00	800.69	
640	CW NIELSEN MFG CORP	01/18/2019	Regular	0.00	74.05	21014
<u>28394</u>	Invoice	01/17/2019	Lt. Badge	0.00	74.05	
113	ECMS INC	01/18/2019	Regular	0.00	220.37	21015
<u>INV241440</u>	Invoice	01/17/2019	Bunker Gear Maintenance Work Order 44	0.00	220.37	
589	FOSTER PEPPER PLLC	01/18/2019	Regular	0.00	96.00	21016
<u>1215648</u>	Invoice	01/17/2019	Legal Services	0.00	96.00	
1512	GR GENERAL CONST. AND REMODELING LLC	01/18/2019	Regular	0.00	809.25	21017
<u>1254</u>	Invoice	01/17/2019	Door Repair	0.00	809.25	
530	JOHN J BUENZLI	01/18/2019	Regular	0.00	2,172.82	21018
<u>1/9/19- John Bue</u>	Invoice	01/17/2019	Sta. 31 Remodel	0.00	2,172.82	
480	LN CURTIS & SONS INC	01/18/2019	Regular	0.00	5,520.85	21019
<u>INV245313</u>	Invoice	01/17/2019	SCBA Parts	0.00	2,808.04	
<u>INV245835</u>	Invoice	01/17/2019	Structure Boots for Lowe	0.00	474.06	
<u>INV246188</u>	Invoice	01/17/2019	Structure Gloves	0.00	1,040.48	
<u>INV246605</u>	Invoice	01/17/2019	Structure Boots for Jake Fouts	0.00	474.72	
<u>INV247558</u>	Invoice	01/17/2019	Structure Gloves	0.00	723.55	
1284	PALADIN BACKGROUND SCREENING	01/18/2019	Regular	0.00	1,228.00	21020
<u>1490</u>	Invoice	01/17/2019	Background Checks for New Hires and Vol	0.00	1,228.00	
410	PATTISON WATER CO	01/18/2019	Regular	0.00	44.33	21021
<u>12/28/18 Acct. #</u>	Invoice	01/17/2019	S32 Utilities - Water, Acct. #2010400	0.00	44.33	
418	PUGET SOUND ENERGY INC	01/18/2019	Regular	0.00	8,041.70	21022
<u>1/7/19 Utilities -</u>	Invoice	01/17/2019	1/7/19 - Utilities, Electricity & Natural Gas	0.00	8,041.70	
365	SEA-WESTERN INC	01/18/2019	Regular	0.00	448.12	21023

Check Report

Date Range: 01/17/2019 - 01/18/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
209895	Invoice	01/17/2019	SCBA Mask Bags	0.00	448.12	
1373	SILVER AGENCY	01/18/2019	Regular	0.00	2,195.00	21024
LFDD010819	Invoice	01/17/2019	2019 Lacey Chamber Community Resourc	0.00	2,195.00	
1310	STAPLES ADVANTAGE	01/18/2019	Regular	0.00	36.05	21025
3401279939	Invoice	01/17/2019	Staplers and Business Cards, Inv. #340127	0.00	36.05	
1314	TAKE AIM, LLC	01/18/2019	Regular	0.00	7,073.45	21026
#7376-7399	Invoice	01/17/2019	Invoice #7376-7399	0.00	2,435.05	
<u>7282,7283,7289,</u>	Invoice	01/17/2019	Uniforms -INV# 7282-7294	0.00	644.43	
<u>7284</u>	Invoice	01/17/2019	Uniforms - KONRAD	0.00	569.19	
<u>7285</u>	Invoice	01/17/2019	Uniforms- VFF S. HARN	0.00	294.57	
<u>7286</u>	Invoice	01/17/2019	Uniforms - GRAHAM	0.00	363.29	
<u>7287</u>	Invoice	01/17/2019	Uniforms - LUENSMAN	0.00	382.89	
<u>7288</u>	Invoice	01/17/2019	Uniforms - LUENSMAN	0.00	304.92	
<u>7291</u>	Invoice	01/17/2019	Uniforms - Belts, beanies & workout gear	0.00	161.98	
<u>7295</u>	Invoice	01/17/2019	Uniforms - FRANTZ	0.00	331.92	
<u>7296</u>	Invoice	01/17/2019	Sew Nametapes and patches on promo L	0.00	8.17	
<u>7317,18,19,20,21</u>	Invoice	01/17/2019	Uniforms INV# 7317-7328	0.00	1,211.88	
<u>7322</u>	Invoice	01/17/2019	11 Volunteer Firefighter Name Tapes	0.00	9.26	
<u>7323</u>	Invoice	01/17/2019	Uniforms - FRANTZ	0.00	355.90	
888	TEMP CONTROL MECH SVS CORP	01/18/2019	Regular	0.00	2,770.42	21027
2654	Invoice	01/17/2019	S34 - Heater Fan Replacement	0.00	2,770.42	
1377	THOBURN, Ph.D., JOHN	01/18/2019	Regular	0.00	800.00	21028
<u>1/2/19 Thoburn</u>	Invoice	01/17/2019	Nov. 2018 - Student Practicum Supervisio	0.00	400.00	
<u>1/3/19 Thoburn</u>	Invoice	01/17/2019	Dec. 2018 - Student Practicum Supervisio	0.00	400.00	
208	THUR REG PLANNING COUNCIL	01/18/2019	Regular	0.00	1,000.00	21029
<u>1/7/19 2019 Reg.</u>	Invoice	01/17/2019	2019 Regional Support	0.00	1,000.00	
187	UNIFIRST CORPORATION	01/18/2019	Regular	0.00	959.41	21030
<u>12/24/18 - Acct</u>	Invoice	01/17/2019	Laundry & Mats - Dec. 2018	0.00	959.41	
853	UPS	01/18/2019	Regular	0.00	85.00	21031
000008XY88019	Invoice	01/17/2019	Shipping, Invoice #000008XY88019	0.00	85.00	
1376	US BANK	01/18/2019	Regular	0.00	43,336.56	21032
<u>1/7/19 - Brooks B</u>	Invoice	01/17/2019	1/7/19 - Brooks Business Exp. - Visa	0.00	562.12	
<u>1/7/19 - Chambe</u>	Invoice	01/17/2019	1/7/19 - Chambers (001) Business Exp. - V	0.00	9,812.33	
<u>1/7/19 - Crimmin</u>	Invoice	01/17/2019	1/7/19 - Crimmins Business Exp. - Visa	0.00	315.86	
<u>1/7/19 - DeBell B</u>	Invoice	01/17/2019	1/7/19 - DeBell Business Exp. - Visa	0.00	1,257.10	
<u>1/7/19 - Dickson</u>	Invoice	01/17/2019	1/7/19 - Dickson Business Exp. - Visa	0.00	23,812.12	
<u>1/7/19 - Fejeran</u>	Invoice	01/17/2019	1/7/19 - Fejeran Business Exp. - Visa	0.00	69.15	
<u>1/7/19 - Hough B</u>	Invoice	01/17/2019	1/7/19 - Hough Business Exp. - Visa	0.00	1,975.00	
<u>1/7/19 - Hulse Bu</u>	Invoice	01/17/2019	1/7/19 - Hulse Business Exp. - Visa	0.00	90.01	
<u>1/7/19 - Jeter Bu</u>	Invoice	01/17/2019	1/7/19 - Jeter Business Exp. - Visa	0.00	944.28	
<u>1/7/19 - Perrine</u>	Invoice	01/17/2019	1/7/19 - Perrine Business Exp. - Visa	0.00	36.45	
<u>1/7/19 - Ryan Co</u>	Invoice	01/17/2019	1/7/19 - Ryan Cox Business Exp. - Visa	0.00	4,462.14	
1392	VOYAGER FLEET SYSTEMS / US BANK	01/18/2019	Regular	0.00	2,899.11	21033
<u>869357335901</u>	Invoice	01/17/2019	Apparatus Fuel Dec.2018, Inv. #86935733	0.00	2,899.11	
1329	WA ST DEPT OF REVENUE	01/18/2019	Regular	0.00	7,718.32	21034
<u>Jan - Dec 2018 Co</u>	Invoice	01/17/2019	2018 Combined Excise Tax Return (Use Ta	0.00	7,718.32	
756	WA ST FFS ASSN	01/18/2019	Regular	0.00	165.00	21035
<u>2019 WSFFA Dep</u>	Invoice	01/17/2019	Annual District Membership	0.00	165.00	
1073	WESTCARE CLINIC LLC	01/18/2019	Regular	0.00	952.50	21036

Check Report

Date Range: 01/17/2019 - 01/18/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>1218LFD3</u>	Invoice	01/17/2019	Pre-hire Physicals	0.00	952.50	

Bank Code 001 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	59	32	0.00	102,916.27
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	59	32	0.00	102,916.27

Check Report

Date Range: 01/17/2019 - 01/18/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: 101-DONATIONS FUND						
50129	BROOKS, STEVEN K	01/18/2019	Regular	0.00	85.00	21037
<u>1/2/19 Brooks Re</u>	Invoice	01/17/2019	Reimb. - Brooks, Jim Dickson Retirement	0.00	85.00	

Bank Code 101 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	85.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	85.00

Check Report

Date Range: 01/17/2019 - 01/18/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: 306-2017 CAPITAL PROJECTS FUND						
480	LN CURTIS & SONS INC	01/18/2019	Regular	0.00	13,329.51	21038
<u>INV238690</u>	Invoice	01/17/2019	Nozzles (New Engine)	0.00	12,368.32	
<u>INV242088</u>	Invoice	01/17/2019	Mounds & Locks (New Engine)	0.00	961.19	
1232	RICE FERGUS MILLER INC	01/18/2019	Regular	0.00	62,513.30	21039
<u>2017111-009</u>	Invoice	01/17/2019	2017111-009 LFD 3 Facilities Improvemen	0.00	62,513.30	

Bank Code 306 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	2	0.00	75,842.81
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	3	2	0.00	75,842.81

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	63	35	0.00	178,844.08
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	63	35	0.00	178,844.08

Fund Summary

Fund	Name	Period	Amount
001	General Fund	1/2019	102,916.27
101	Donations Fund	1/2019	85.00
306	2017 Capital Improvement Project Fund	1/2019	75,842.81
			178,844.08

Authorization Signatures




 Signature Finance Director

1/15/19

 Date

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the service rendered, or the labor performed as described herein, and that the warrants as listed in the above check register are submitted for approval.



 Fire Chief

 Chairman of the Board

 Commissioner

 Commissioner

 Commissioner

 Commissioner

THURSTON COUNTY FIRE DIST. #3
MASTER PAYROLL LIST

Payroll Period 01A 2019

Checks Total Amount	537,772.97
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DIRECT DEPOSIT - KEY BANK	417,808.06
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KEY BANK FUNDS TRANSFER TO IRS FED INCOME TAX DEPOSIT	78,969.80
KEY BANK FUNDS TRANSFER TO IRS MEDICARE DEPOSIT	21,431.56
KEY BANK FUNDS TRANSFER TO IRS SOCIAL SECURITY DEPOSIT	611.90
Net Tax Deposit Total	101,013.26
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UNEMPLOYMENT FUND	0.00
<hr/>	
WASH STATE DEPT OF RETIREMENT SYSTEMS	224,450.37
<hr/>	
TOTAL PAYROLL	1,281,044.69



Title:	Selection of Board Chair and Vice Chair	
Type:	BOFC POLICY and PROCEDURES	Adopted: 2012
Section:	EXECUTIVE	Revised: September 2017

Selection of the Board Chair and Vice Chair

I. OVERVIEW/PURPOSE/SCOPE

RCW 52.14.080 directs that the Board of Fire Commissioners elect a chairperson from their number. A previous Resolution adopted in 1993 (596-02-93) has a degree of complexity that the current Board feels is unnecessary and the Board desires to create a policy and procedure for this process. The Board has repealed Resolution 596-02-93 in lieu of this policy and procedures.

II. POLICY

The Board of Fire Commissioners shall select from their membership a Chairperson and Vice Chairperson.

III. DEFINITIONS

IV. PRINCIPLES

- A. At the last regularly scheduled meeting of the Board in January, based on a rotation of the Positions beginning with Position 1, the individual holding that position will serve as Chairperson until replaced or removed from office as a Commissioner. The rotation started in 2011 with Position 1.
- B. If for any reason the individual holding the Position does not desire to serve as Chairman, the individual in the next Position will assume the role. The succession will continue unless the majority of the Board of Fire Commissioners agrees to change the order.
- C. The new Chairperson will seek a motion of the Board to select a Vice Chairperson. Upon approval by a simple majority vote, the elected Vice Chairperson shall serve until replaced or removed from office as a commissioner.
- D. In the event a sitting Chairperson should leave the office of commissioner, the Vice Chairperson shall assume the position of chair until the next regular selection of a Chairperson or until further action by the Board.

This Policy was adopted at the regular meeting of the Board of Commissioners on July 5, 2012.

2019 Board / Committee Appointments

Thurston County EMS Council

- _____; representative to the EMS Council
- _____; 1st alternate to the EMS Council
- _____; 2nd alternate to the EMS Council

Thurston 9•1•1 Communications (TCOMM9•1•1)

- _____; representative to TCOMM9•1•1
- _____; 1st alternate to TCOMM9•1•1
- _____; 2nd alternate to TCOMM9•1•1

Thurston Regional Planning Council (TRPC)

- _____; representative to TRPC.
- _____; 1st alternate to TRPC
- _____; 2nd alternate to TRPC

Nisqually Tribe Liaison Committee

- _____; representative to the ad hoc Nisqually Tribe Liaison Committee
- _____; 1st alternate representative
- _____; Staff support

City of Lacey / District Liaison Committee

- _____; representative to the Committee
- _____; 1st alternate
- _____; Staff to the Committee

Thurston County Fire Commissioners Association (TCFCA)

- _____; representative

Appellate Panel for District Members

- _____; representative
- _____; representative.
- _____; 1st alternate

2018 Committee Assignments

1. Thurston County EMS Council

- Chair Kirkbride; representative to the EMS Council
- Commissioner Ryder; 1st alternate to the EMS Council
- Chief Brooks; 2nd alternate to the EMS Council

2. Thurston 911 Communications (TCOMM)

- Vice Chair Wilson; representative to TCOMM
- Commissioner Roberts; 1st alternate to TCOMM
- Commissioner Dobry; 2nd alternate to TCOMM

3. Thurston Regional Planning Council (TRPC)

- Commissioner Dobry; representative to TRPC
- Commissioner Roberts; 1st alternate to TRPC
- Vice Chair Wilson; 2nd alternate to TRPC

4. Nisqually/ District Liaison

- Chair Kirkbride; representative
- Vice Chair Wilson: representative (Commissioner Dobry as needed)
- Chief Brooks; staff support

5. City of Lacey/ District Liaison

- Commissioner Roberts; representative
- Chair Kirkbride; representative
- Chief Brooks; staff support

6. Thurston County Fire Commissioners Association (TCFCA)

- Commissioner Dobry; representative

7. Appellate Panel for District Members

- Commissioner Roberts; representative
- Commissioner Ryder; representative
- Chair Kirkbride is available as an alternate