

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**February 2, 2017**

Present:

Chair Roberts

Vice Chair Kirkbride

Commissioner Nelson

Commissioner Wilson

Commissioner Dobry

**I. CALL TO ORDER / FLAG SALUTE**

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

**II. APPROVAL OF THE AGENDA**

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

Motion: Commissioner Kirkbride

Second: Commissioner Dobry

Carried: Unanimous

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

None.

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the January 19, 2017 Board of Fire Commissioners meeting.  
Changes:

- IX Commissioner Comments, 2nd paragraph changed to “Commissioner Wilson commented that the Board would like to stay connected with Local 2903 and welcomes their presence at the regular Board of Fire Commissioners meetings and looks forward to hearing updates on union happenings.”
- XII Adjournment, the sentence was changed to read “The regular Board meeting was adjourned at 7:21 p.m.”

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #18873 through #18907 in the amount of \$81,869.45.

C. Payroll #1B-2017 in the amount of \$313,016.77.

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

Motion: Commissioner Nelson

Second: Commissioner Dobry

Carried: Unanimous

## V. COMMITTEE REPORTS

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

No report. The next meeting is February 15, 2017.

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

No report. The next meeting is in March.

C. City / District Liaison  
Communication updates

Chief Brooks, Commissioners Roberts & Kirkbride attended the meeting and reported discussing:

- Annexation of properties, one near Capitol City Golf Course and one on Mullen that would include Station 33. The proposed annexation near Capitol City has received some opposition and the City is engaging the community there. Regarding the Mullen Road area, because the County has started construction of a roundabout for that project, annexation at this time would not be financially feasible. The City would have an estimated \$800,000 liability that would not be recoverable for decades. The issue has yet to go to the full Council, but it does not look promising.
- Improvements to Opticom at vulnerable intersections. The City is open to discussing improvements and would look to the District to identify intersections that would most benefit.
- Ongoing development in areas of the City. Communications and progress are slow in the Gateway development area. Several large multifamily apartments are under construction and/or in the planning stages.

D. Thurston County Fire Commissioners Association  
Regular meeting

No report. The next meeting is February 21, 2017.

E. Thurston Regional Planning Council  
Status report

No report. The next meeting is February 3, 2017.

F. Community Outreach  
Status report

Chief Brooks highlighted the following:

1. Read Around Lacey is active this week. The District had about seven readers on Tuesday and four today. Commissioner Dobry reported he will need to change his time on Sunday the 5th from noon to 2 p.m. rather than until 3 p.m. due to an unforeseen conflict. Commissioner Wilson volunteered to take the last hour.
2. The District is starting to see the HOA Annual meetings scheduled in our facilities; currently the first one on the schedule is in mid –March.

G. Nisqually Tribe  
Status report

Chief Brooks updated on this issue under Old Business Item A.

H. Citizen Advisory Committee  
Status report

The Chief reported the Advisory Committee is postponing meetings until the Communications plan presentation.

The Board agreed upon a Workshop on March 18th from 8 a.m. to noon, and will invite the Advisory Committee.

## VI. OLD BUSINESS

A. Nisqually Tribe Service Agreement: Staff and legal counsel update and potential action

Chief Brooks introduced Attorney Skip Houser, who developed the original draft agreement. Attorney Houser discussed suggested edits for the draft based on the Tribes' requests.

The Chief made real-time edits on the draft document as Attorney Houser and the Board discussed the proposed changes, which centered on the duration of the proposed Agreement, review prior to continuation of the Agreement, and sovereign immunity.

The Chief will respond to the Tribe with explanations and the revised proposed Agreement.

**MOTION:** To approve the agreement as revised.

Motion: Commissioner Nelson

Second: Commissioner Dobry

Carried: Unanimous

## **VII. NEW BUSINESS**

### **A. Long Range Planning Proposal: Commissioner Kirkbride**

Commissioner Kirkbride proposed the concept of developing a long range plan to assess growth and its inevitable needs, and to attempt to project how the District can meet those needs. He volunteered to take the leadership role with the assistance of another Commissioner and the Fire Chief. Chair Roberts suggested that the Citizens Advisory Committee (CAC) be involved in this project, as any plan will affect the community, and with the CAC we have an opportunity to get citizen involvement in the beginning.

The Board agreed to discuss the concept at the upcoming Workshop in March.

## **VIII. ADMINISTRATIVE REPORT**

### **1. Chief Brooks reported the following financial issues:**

- He commended Joan Bouck for taking on the responsibility of completing the monthly finance report in the absence of the Finance Director. The completed December report shows the District 13% under budget for the year.
- The only two over budget line items were the Operations compensation at 100.4%. and the interfund transfer for the purchase of the Steilacoom Road property. The Chief noted that he expected a higher-than-usual expenditure related to training in preparation for the 4 platoon system in 2017 and that he closely watched this line item. The interfund transfer was previously approved by the Commissioners. Although these line items were over expended their overall budgets were not.
- Overall, the District estimated we would be ending the year with approximately \$2.7 million, but the end of year cash carried forward was over \$3 million.

2. Chief Brooks noted that two new career paramedic/firefighters and one firefighter started on Wednesday the 1st. They will attend the Bates Firefighter 1 and 2 academies over the next three months.

3. Martin Ranney began his new Training Lieutenant position on the 1st; he is currently attending a conference in Portland. His badge pinning will be at the next BoFC meeting.

4. Deputy Chief Gary Pearson and FET Director Matt Chambers accompanied the Chief to a hearing regarding the annexation of the Mullen Road area. While it will go to the full City Council next month, the request will likely be declined. The City also hopes to have the full annexation study that would affect Station 34 area back in March or April so that a decision can be made on Station 34.
5. The Dash has returned from Pacific Power; it has a few remaining needs that will be completed by the shop before it returns to service. Actual cost was slightly higher than the estimate.
6. Commissioner Kirkbride inquired if the District will be surplusing one of the Aid Units when we receive a surplus Medic Van this year; the Chief indicated his intent was to have two frontline units plus a backup.

## **IX. COMMISSIONER COMMENTS**

Commissioner Dobry commended the new Chair on her first meeting. He also inquired when the invoice for the engine repair would be paid. Chief Brooks indicated it will be in the next batch of warrants.

Commissioner Wilson apologized for missing some significant events due to illness, and truly wished she had been able to attend.

Commissioner Nelson commented that the Distinguished Leadership Award (DLA) event was excellent and very well done. He commented on the support from District members and the Chief noted that Local 2903 sponsored a table; Commissioner Nelson extended his thanks.

Vice Chair Kirkbride indicated he was sorry he also missed the DLA due to a conflict. He was able to attend the retirement for Chief Pearson and noted that of all the retirement events he has ever attended, Chief Pearson's was really terrific. He noted the inclusion of surprising him with his kids and grandkids, as well as having an apparatus from his first fire service organization were excellent touches. The Chief noted that LFDs Battalion Chief Harn arranged the Lakewood (now West Pierce) ladder truck with the assistance of Captain Harn from West Pierce.

Chair Roberts expressed her enjoyment in being able to participate in the Read Around Lacey. She noted in particular one kindergartener who did an excellent job and she is looking forward to watching him as he grows up.

## **X. OTHER INFORMATION**

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

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

Jim Dickson requested the Board keep retiring Payroll and Benefits Coordinator Chris Hill in their thoughts. Her brother passed away suddenly and the Hills are traveling to Reno for the services.


Lieutenant Jim Greene thanked Chair Roberts for reading with his son during the Read Around Lacey.

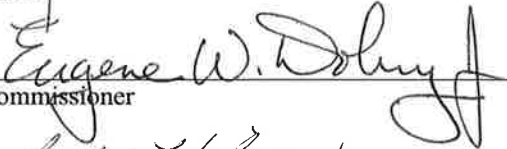
**XII. ADJOURNMENT**

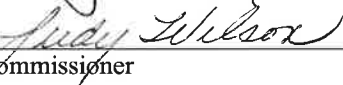
The regular Board Meeting was adjourned at 6:45 p.m.


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


*Next Regular Meeting: February 16, 2017 – 5:30 pm*

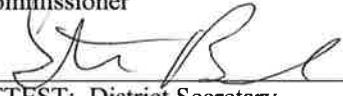
  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Vice Chair

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
ATTEST: District Secretary