

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**August 3, 2017**

Present:

Vice Chair Kirkbride

Commissioner Wilson

Commissioner Dobry

Chair Roberts attended via teleconference and Commissioner Nelson was excused.

**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 published.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

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

Paramedic Karen Weiss gave an update on the CPR Saves campaign. She reported that a two-day study in partnership with the University of Washington was conducted with residents of the Jubilee Community. Citizens were evaluated on their knowledge of CPR and participated in workshop groups to discuss training and road blocks. She reported that those who viewed the CPR video were more comfortable performing CPR. She discussed the challenges of seniors over the age of 65 calling 911 and performing CPR. She stated that the team will be repeating the study model with the Panorama Community in the near future. Karen reported 750 virtual reality viewers distributed and 4,500 viewers of the CPR Saves content on the District website.

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the July 20, 2017 Board of Fire Commissioners Regular meeting and the July 31, 2017 Board of Fire Commissioners Special Meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #19401 through #19436 in the amount of \$37,686.14.

- Capital Projects Fund 301 (Acct# 6631) check numbered #19437 in the amount of \$258.75.

C. Payroll #7B 2017 in the amount of \$318,137.30.

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

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

## V. COMMITTEE REPORTS

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

No report.

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

No report.

C. City / District Liaison  
Communication updates

The next meeting is August 15, 2017. Chair Roberts and Chief Brooks will attend.

D. Thurston County Fire Commissioners Association  
Regular meeting

Commissioner Dobry attended the Strength of Purpose meeting on August 2, 2017. He highlighted the upcoming calendar:

### 1. Meetings

- August 15, 2017 – Picnic will begin at 6 p.m. Helicopter will arrive at 7:30 p.m. Raffle basket donations are needed. The District will donate a gift basket. Commissioner Wilson will bake treats for the basket. Chief Brooks will include a District logo mug. The Board suggested donating a virtual reality viewer. Commissioner Dobry requested to bring a sample of the District's new boundary sign to share with the Association. F.E.T. Director Chambers stated that he will have one available.
- September 19, 2017 – Located in Yelm.
- October – Chief Brooks announced a proposed joint meeting with the County Fire Chiefs in October. Chief Brooks will confirm with Fire Commissioner Slater.
- November 21, 2017 – Located at McLane Black Lake Fire Department.

### 2. Volunteer Firefighter Academy Graduation – December 21, 2017.

E. Thurston Regional Planning Council  
Status report

No report

F. Community Outreach  
Status report

Chief Brooks reported the following upcoming events that will have District presence:

1. Celebrating Community Hero's at St. Andrew's United Methodist Church August 10, 2017.
2. Military Day at the Regional Athletic Complex (RAC) August 22, 2017
3. 2017 Capital Metro Girls Camp – August 26<sup>th</sup> & 27<sup>th</sup>
4. Thurston County Fair – August 2<sup>nd</sup> – 6<sup>th</sup>.

G. Nisqually Tribe  
Status report

Chief Brooks reported that the District received the second quarter payment for the year. He stated that he continues to reach out to the Red Wind Casino to discuss a fee for service contract.

H. Citizen Advisory Committee  
Status report

Chief Brooks reported that Dr. Randy Moeller, Gregory Moe, Dick Sovde, and Barbara Sovde attended the Station 34 Open House on July 29, 2017. Chief Brooks surveyed the CAC's interest to conduct an August picnic meeting. He stated that he did not receive any responses from the CAC. He anticipates a meeting cancelation in August. The Board questioned if it was necessary for the CAC to have more meetings. This will be added to the next Board agenda for discussion.

**VI. OLD BUSINESS**

None

**VII. NEW BUSINESS**

A. Potential District Sponsorship of 2017 Capital Metro Girls Camp:  
Discussion/Potential Action

Chief Brooks welcomed Firefighters Crystal Murphy and Jessica Johnson and thanked them for taking the lead in offering the program locally. Chief Brooks reported that the Fire Chiefs Association is unable to secure the levels of liability coverage that the program requires. He stated that the District does carry the levels of coverage necessary through the Interlocal Agreement with

the City of Olympia for Joint Training Services and the Use of the City of Olympia Mark Noble Regional Training Center. Staff recommends to bring this on as a District sponsored event at the direct cost of the District and to extend District insurance for the weekend. Chief Brooks reported housing hardship for up to six campers. He stated that the plan is to keep the six campers onsite with direct supervision at the training facility to decrease the risks of transportation.

**MOTION:** To authorize the District to sponsor the 2017 Capital Metro Girls Camp.

Motion: Commissioner Dobry

Second: Commissioner Wilson

Carried: Unanimous

B. District Participation in Retired FF Tom Wright's Memorial on September 10<sup>th</sup>: Discussion/Potential Action

Chief Brooks gave a brief history of retired Firefighter Tom Wright's health in the last two years and his lost battle with cancer. He reported that the memorial will commence at the Koval Center for Performing Arts. Approximately 300 are expected to attend. The Honor Guard will have a presence. Chief Brooks reported that the venue is waiving the facility rental fee and Local 2903 will pay for the cleaning fee. Chief Brooks stated that Local 2903 does not have capacity for appropriate liability coverage for the event. Staff recommends the Board allow the District to have on duty crew and to proclaim it a District event to cover the participation liability insurance for the event.

**MOTION:** To authorize the District to cover the participation insurance for use of the James Koval Center for the Performing Arts to honor the memorial of Firefighter Tom Wright on September 10, 2017 at 3 p.m.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

## VIII. ADMINISTRATIVE REPORT

Chief Brooks highlighted the following events and updates:

1. WA Finance Officers Association Letter of Recognition – Finance Director Dale Hough was awarded the “Professional Finance Officer Award” and has maintained this accomplishment for 10 years.
2. Wildland Mobilization – District participation is on hold due to local weather conditions and an increase in local brush fires.
3. Communications Plan Final Draft – Ideal Communications Consultant J. Marie Riche will present the final draft for review and proposed adoption at the next regular Board meeting on August 17, 2017. A draft will be available for the Board to review when the draft agenda packet is distributed. Chief Brooks

reported that J. Marie Riche offered her services to discuss mailing informational material related to the General Election Bond Measure.

4. Station Open House – October 14, 2017 is the proposed date during Fire Prevention week to focus on both fire prevention and bond education.

**IX. COMMISSIONER COMMENTS**

Commissioner Wilson commented that she is grateful for all that the firefighters do especially in this heat.

Vice Chair Kirkbride is pleased the District is taking the lead in the CPR and Capital Metro Girls Camp programs. He announced that he will be out of town for the August 17, 2017 regular Board meeting. He stated that will not be available to teleconference into the meeting.

**X. OTHER INFORMATION**

- A. Suggestion Box – An anonymous complimentary letter was submitted thanking all for keeping this community safe and well cared for.
- B. Correspondence – None

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

Olympic Ambulance Director of Thurston County Operations Chris Clem reported that the agency brought on three new EMT's and one nurse. He stated that training has increased. Chief Brooks complimented Chris for his leadership.

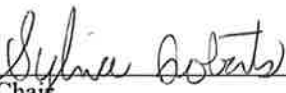


Jim Dickson requested that we keep in our prayers the families and victims of the military plane crash in Mississippi.

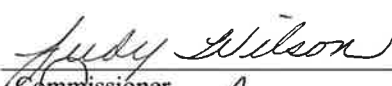

**XII. ADJOURNMENT**

The regular Board Meeting was adjourned at 6:12 p.m.

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

*Next Regular Meeting: August 17, 2017 – 5:30 pm*

  
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Chair  
  
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Commissioner  
  
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Commissioner

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Vice Chair  
  
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Commissioner  
  
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ATTEST: District Secretary