

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

April 19, 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. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the April 5, 2018 regular Board of Fire Commissioners meeting and Board of Volunteer Firefighters Meeting.

B. Warrants

- General Fund 001 (Acct# 6630) checks numbered #20232 through #20272 in the amount of \$59,441.51.

C. Payroll #4A 2018 in the amount of \$1,045,306.25.

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Dobry

Second: Commissioner Wilson

Carried: Unanimous

V. COMMITTEE REPORTS

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

Chair Kirkbride attended the April 18, 2018 meeting and reported the following agenda items discussed:

- OptiCom Use – Private ambulances are requesting the use of OptiCom system which allows emergency responders the right of way at

intersections. The Technical Advisory Committee (TAC) of the Thurston Regional Planning Council (TRPC) is evaluating the request for action in June. The EMS Council took action to support the approval for private ambulance to use OptiCom.

- Narcan – Discussions continue.
- Comprehensive Planning Committee Report – Mission and vision statements established. Goal setting will begin at the next meeting.
- Medical Supplies – As of January 1, 2018 agencies will be paying sales tax on medical supplies provided by Medic One.
- Medic One Service Survey – In preparation for the levy restoration vote in the future, the Comprehensive Planning Committee was tasked to lead this.
- Medic Unit Surplus – The District will receive a unit which is currently our reserve unit. The District will be purchasing the power gurney with Basic Life Support (BLS) supply and equipment funds.
- EMS Week – May 20th –26th. A newspaper advertisement of Thurston County emergency responders will be recognized. 33,776 response calls were received in 2017, an increase of 7.5% from 2016.
- East Olympia Pancake Feed – April 29, 2018 located at Fire Station 64 on Old Highway 99.

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

Commissioner Wilson reported that the audit exit was on April 17, 2018 and the financial and accountability report was perfect. The next meeting is May 2, 2018.

C. City / District Liaison
Communication updates

Chair Kirkbride, Vice Chair Wilson and Chief Brooks met with Mayor Ryder and City Manager Spence on April 17, 2018. Current community annexations were discussed. Chief Brooks will present the state of the District to the city council when he returns from his travels.

D. Thurston County Fire Commissioners Association
Regular meeting

Commissioner Dobry attended the April 17, 2018 meeting. He reported that Bald Hills Fire Commissioner Diana McMaster attended and was in good spirits. He highlighted the following agenda items:

- Rave 911/Smart 911 – Thurston County has renamed the county alert system to Thurston County Alert System. Registration is available on the Thurston County website. Commissioner Dobry will share informational handouts at HOA meetings.

- BLS Contract is moving forward.
- Hospital Capacity – No bed capacity at hospitals are a concern. The Board agreed to addresses their concern in a formal letter to the TC Fire Commissioner Association to engage further conversation. Commissioner Dobry will draft a letter for the Board’s consideration.
- EMT Fire Academy Graduation on June 20, 2018.
- New access keys will be issued for the Medic One/TCOMM 911 buildings.

The May meeting is located at the Mark Noble Regional Fire Training Center. Chief Brooks and Commissioner Dobry announced that they are unable to attend. Chief Brooks will reach out to Olympia Fire Chief Wright to request that an Olympia Fire representative provide a tour. Chief Brooks will have District staff available as a backup.

E. Thurston Regional Planning Council
Status report

Commissioner Dobry attended the April 6, 2018 meeting and reported that the Executive Director Performance Evaluation of Marc Daily was conducted in an Executive Session. Marc Daily received a positive evaluation and a 3% merit bonus for his efforts. Commissioner Dobry reported that WA State Department of Transportation Secretary of Transportation presented the 2018 State of Transportation. Commissioner Dobry reported highlights of the presentation. The 2018 State of Transportation is available on the www.wsdot.wa.gov website.

F. Community Outreach
Status report

Chief Brooks reported the upcoming

1. Upcoming Annual Homeowners Association Meetings:

- North Ridge – April 26, 2018 located at Station 33. Commissioner Roberts will attend. Chief Brooks will confirm the time and will follow-up with Commissioner Roberts.
- Kensington – April 26, 2018 located at Station 31, 7 p.m. Vice Chair Wilson will attend as a resident and present.
- Eagle Cliff – April 27, 2018 located at Station 35. Commissioner Dobry will attend. Staff will be available to attend.

2. District Volunteer Recognition Luncheon – April 20, 2018 located at Station 31 in the apparatus bay. 11 a.m. – 1 p.m.

G. Nisqually Tribe
Status report

Chief Brooks reported no updates from the Red Wind Casino Enterprise Cooperation.

H. Capital Facilities and Equipment Activities

Facilities Equipment and Technology Director Matt Chambers presented a power point presentation summary report to include the Compressor opening bids for Stations 31 and 34 and the planning phases for the New Station 34. He introduced the general concept of the Olympia Fire Station 4 for base cost and estimates and it evolved into the floor plan vision review of minimum requirements and preferred themes by the District. He illustrated floor plan revisions and estimates remaining within the budget.

VI. OLD BUSINESS

- A. Landscape and Irrigation Addendum to Rice, Fergus, Miller Agreement: Discussion/Authorize Fire Chief to Sign (Appendix A)

MOTION: To authorize the Fire Chief to sign the Landscape and Irrigation Addendum to Rice, Fergus, Miller Agreement in Appendix A.

Motion: Commissioner Wilson

Second: Commissioner Ryder

Carried: 4:1 with Commissioner Kirkbride voting against the motion

- B. Revised Volunteer Week Resolution #861-04-18: Discussion/Proposed Acceptance (Appendix B)

Chief Brooks recommended a revision to the National Volunteer Week 2018 Resolution #860-04-18 language to capture total volunteer hours contributed instead of the number of volunteers. He requested the Board accept the Resolution #861-04-18 which superseded Resolution #860-14-18

MOTION: To accept the revised National Volunteer Week 2018 Resolution #861-04-18.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

VII. NEW BUSINESS

- A. Bid Opening for Purchase of Two Breathing Air Compressors: Discussion/Potential Contract Award (Appendix C)

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. Municipal Emergency Services (MES)

- Bid 1 – Scott Safety Base Compressor. \$121,667.78. Additional installation fee for Station 31 is \$1,500. Additional installation fee for Station 34 is \$1,000.

- Bid 2 – Scott Safety Compressor with Calibration kit for CO Monitor and Dew Point Monitoring. \$125,631.74. Additional installation fee for Station 31 is \$1,500. Additional Installation fee for Station 34 is \$1,000.
2. SeaWestern Inc.
- Bid 1 – Bauer Unicus III Compressor. \$150,875.50. Additional installation fee is \$2,722.50 each per location.
 - Bid 2 – Bauer Verticus Component system \$147,250.00. Installation fee is \$2,722.50 each per location.
3. Curtis
- Bid 1 – Eagle Air Compressor. \$111,485.47 includes sales tax, shipping and installation.
 - Bid 2 – Eagle Air Compressor. \$118,731.39 includes sales tax, shipping and installation. F.E.T. Director Matt Chambers reported that this bid meets our minimum requirement of six whips. Four fill whips fitted with connectors for filling SCBA cylinders and two full whips fitted for filling SCUBA cylinders.

F.E.T. Director Matt Chambers summarized the District's bid specification requirements and the option of either a single unit or multiple units. Bidding both ways was allowed. Vice Chair Wilson recommended that staff have additional time to review the bids. Chief Brooks stated that staff is pleased with the Eagle Air products and recommends that the Board approve the apparent successful award to Curtis as the lowest bid. He advised that staff can assess both bids submitted by Curtis to determine which best meets the District's needs and award the apparent successful award to Curtis for the Eagle Air product not to exceed the higher of the two bids.

MOTION: To approve the apparent successful award to the Curtis bid for the Eagle product and not exceed the higher bid.

Motion: Commissioner Wilson

Second: Commissioner Dobry

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported the following events and updates:

1. Station 31 Bay Door – Temporarily out of service for repair.
2. WADOT Marvin Road Presentation – The District is hosting the meeting at Station 31 in the BoFC for all regional EMS on April 23, 2018 at 1:31 p.m. DOT will present diversion plans for anticipated backups.
3. Deputy Chief of Operations Update – The interview process closed today. The final seven candidates and staff gave positive feedback on the interview process and the social event. A conditional contract offer will be given tomorrow. July 1, 2018 is the target start date.

4. Chiefs Travels – Chief Brooks will be out of the office April 23, 2018 – May 1, 2018. He will be out of the office again May 14, 2018 with an indefinite return date based on medical testing for his wife at the Phoenix Mayo Clinic.
5. Annual Report – Finance Director Dale Hough completed and submitted the annual report to the auditor.
6. Labor Negotiations will begin April 23, 2013.

IX. COMMISSIONER COMMENTS

Commissioner Roberts stated that she was impressed with the meet and greet social event for the Deputy Chief of Operations candidates. She commented that all seven candidates were well qualified kind people.

Vice Chair Wilson echoed Commissioner Roberts’s comments regarding the meet and greet. She commented that Chief Brooks and his wife are in her prayers.

Chair Kirkbride commented that he is proud of District staff.

The Board thanked F.E.T. Director Matt Chambers for his excellent Capital Facilities and Equipment Activities presentation update.

Commissioner Dobry and Ryder had no additional comments.

X. OTHER INFORMATION

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

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

None

XII. ADJOURNMENT

Chair Kirkbride adjourned the regular board meeting at 7:13 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.
Next Regular Meeting: May 3, 2018 – 5:30 p.m.




 Chair



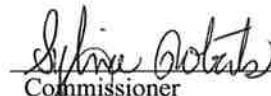
 Commissioner



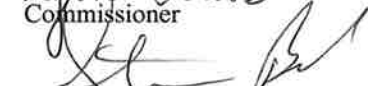
 Commissioner



 Vice Chair



 Commissioner



 ATTEST: District Secretary