

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

June 7, 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 consent 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 May 17, 2018 regular Board of Fire Commissioners meeting.

B. Warrants

1. AP 6A 2018

- General Fund 001 (Acct# 6630) checks numbered #20387 through #20428 in the amount of \$78,762.07.

Commissioner Dobry inquired if there is a maximum limit per visa credit card. Chief Brooks reported that the max is \$25K. Vice Chair Wilson inquired about the Station 32 water leak. Facility Equipment Technology Director Matt Chambers explained that the line was pressurized with C02 to locate the leak and it was repaired the following day.

- Equipment Repair and Replacement Fund 103 (Acct# 6636) checks #20429 through #20430 in the amount of \$12,235.33.

2. AP 6A 2018 (b)

- General Fund 001 (Acct# 6630) check numbered #20372 in the amount of \$500.00

C. Payroll #5B 2018 in the amount of \$366,754.24.

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

Vice Chair Kirkbride reported that Capital Medical Center informed the State of their withdrawal from trauma center level IV effective May 31, 2018.

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

Vice Chair Wilson announced the Legislator Lunch on June 20, 2018 to discuss funding opportunities for replacing the radio system.

C. City / District Liaison Communication updates

Chief Brooks reported the senior housing project located on the former Albertsons property on Carpenter Road and Pacific Avenue will begin this month. He also noted that he received follow-up on ongoing discussions of Station 33 proposed annexation. He reported the possibility of Station 34 annexation study because the Rainer Vista Mobile Home Park is petitioning to be annexed. The possibility of Station 34, Rainer Vista Mobile Home Park, Regional Athletic Complex, and Ostrom's Farm annexation is being discussed.

The next meeting is June 19, 2018 located at City Hall.

D. Thurston County Fire Commissioners Association Regular meeting

The next regular meeting is June 19, 2018.

Commissioner Dobry attended the Strength of Purpose meeting on June 4, 2018. He reported the upcoming meeting schedule:

- June – Located at the TCOMM911 facility. Mended Hearts will be the key note speakers. They will give a presentation on recovering from heart attacks.
- July – Located at Fire Station 91. Special Operations Rescue Team (SORT) will present.
- August – Located at Lake Lawrence.
- September – Located at Fire Station 81. Providence will present.
- October – Located at Fire Station 61.
- November – Located at the ECC on Tilley Road.

E. Thurston Regional Planning Council
Status report

Commissioner Dobry attended the June 1, 2018 meeting. He highlighted the following agenda items discussed:

- 2020-2022 Call for Projects Funding – Surface Transportation Program, Transportation Alternative Program and Congestion Mitigation and Air Quality were shared. Most programs will receive full funding.
- Bylaws – Review of bylaws are every two years. A recommendation was made to extend the review period from two to every four years.
- I-5 Near Term Actions – WA DOT proposed near term actions to address I-5 congestions.
- Peninsula Regional Transportation Planning Organization (RTPO) – The RTPO council approached TRPC requesting consideration of staff support services.
- Deputy Director Jared Burbidge will be leaving the position on June 15, 2018.

F. Community Outreach
Status report
Staff

Chief Brooks reported the following updates and event:

1. Chaplain Update – Three new Chaplains will be on board and each will be assigned a shift.
2. Free Car Seat Check Clinic – The May 19, 2018 event hosted by the District was a success.
3. June 16, 2018 – Former District Volunteer Firefighter Loren Williams' Memorial.
4. June 16, 2018 – Behavioral Health Specialist Jeff Holguin send off at Station 31.
5. June 19, 2018 – Lt. Bowman will be recognized by the Thurston County Commissioners at 2 p.m. Chair Kirkride will attend. The District send-off is 3 p.m. located at Station 31.
6. June 18, 2018 – Bates Fire Recruit Academy graduation.
7. June 20, 2018 – Volunteer Academy Graduation – Chief Brooks will be a guest speaker. There is one District member that will graduate.
8. Independence Day Celebrations – The District will staff both events.
 - July 3rd – Lacey Fireworks Spectacular
 - July 4th – Nisqually Fireworks Show

9. Commissioner noted a correction to the calendar. The regular TCOMM911 meeting is rescheduled from July 4, 2018 to July 11, 2018 in observance of Independence Day. Chief Brooks will make the correction.

G. Nisqually Tribe
Status report
Staff

Chief Brooks reported that the District has not received three months of payments for emergency response services rendered at the Nisqually Reservation. He stated that he will follow-up with the Nisqually Tribe regarding the non-payment.

H. Capital Facilities and Equipment Activities
Staff

Facilities Equipment Technology Director (FET) Matt Chambers gave a Power Point presentation focusing on the latest version of the new Station 34 floor plan for updated cost estimating. He gave an overview of each room highlighting the ADA Compliance spaces. He presented the revised site plan based on feedback for the current special use permit application review. He stated that the next step is design for estimating the roof, exterior, electrical and mechanical.

FET Director Chambers reported that he returned from a site visit to Pierce Manufacturing Co. in Appleton, Wisconsin to conduct the drawing review for the new engine. The next evolution for the drawing will be signed off early next week. It is on schedule for delivery by December.

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported the following events and updates:

1. Opticom Use by Private Ambulance – Chief Brooks reported that the TRPC TAC discussed and agreed in concept to Private Ambulance usage of Opticom. He noted that partnering agencies were in agreement. Olympic Ambulance will move forward in getting equipment installed. Coding to identify users by vehicles is the goal for the future.
2. Financial Report – Chief Brooks summarized the report. 60% on revenue and 41% expense. Finance Director Dale Hough is working on end of year projections. Trending estimate 4% under budget. Chief Brooks will email the report to the Board.

3. Labor Negotiations Agreement – It is the final year of current labor agreement. Chief Brooks proposed an Executive Session at the second meeting of the month to provide updates on labor negotiations.
4. New Senior Living Facility – Chief Brooks will be conducting a building walkthrough with crews at Revel off Martin Way and Hoh St.

IX. COMMISSIONER COMMENTS

Commissioner Roberts commented that she was pleased to hear about the cat rescue.

Commissioner Dobry commented that F.E.T. Chambers' Capital Facilities and Equipment Activities presentation update was excellent and thanked him for keeping the Board informed.

Vice Chair Wilson reported that she volunteered at the Lacey Spring Fun Fair and it was good turn-out. She congratulated Commissioner Ryder for the front page news coverage of her engagement.

Chair Kirkbride also congratulated Commissioner Ryder and thanked F.E.T. Director Chambers for his work.

The Board collectively welcomed the return of Chief Brooks and Mrs. Lee from their travels.

X. OTHER INFORMATION

- A. Suggestion Box – None
- B. Correspondence – A thank you letter for Battalion Chief Harn and Deputy Chief Dickson for helping in a promotional process was received from Tumwater Fire Department. Also, a call was received by a citizen thanking the Paramedic who controlled his severe bleeding during a recent response.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

Volunteer Coordinator Jim Dickson reported the following 13 volunteers are to begin orientation next week:

- 3 Chaplains
- 1 Incident Support Unit Operator
- 9 Volunteer Firefighters. Three of the 9 were recruited from the Joint Base Lewis-McChord Soldier for Life-Transition Assistance Program (SLF-TAP) program. Six of the 9 are Fast Trackers. Two will be residents after training in July.

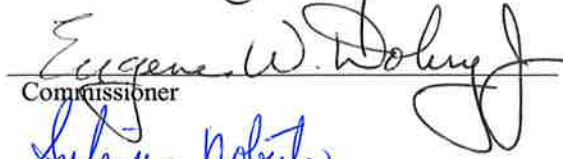
XII. ADJOURNMENT

Chair Kirkbride adjourned the regular board meeting at 6:47 p.m.

THERE WILL BE NO WORKSHOP CONDUCTED THIS EVENING.

Next Regular Meeting: June 21, 2018 – 5:30 p.m.


Chair


Commissioner


Commissioner


Vice Chair


Commissioner


ATTEST: District Secretary