

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

June 20, 2019

Present:

Chairman Wilson
Vice Chair Dobry
Commissioner Ryder
Commissioner Roberts
Commissioner Kirkbride

• **CALL TO ORDER / FLAG SALUTE**

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

• **APPROVAL OF THE AGENDA**

MOTION: To accept the agenda as presented.

Motion: Commissioner Kirkbride

Second: Commissioner Dobry

Carried: Unanimous

• **APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the June 6, 2019 meeting of the Board of Fire Commissioners.

B. Warrants

- General Fund 001 (Acct#6630) checks numbered #21381 through #21402 in the amount of \$68,152.72
- 2017 Capital Improvement Project Fund 306 (Acct#6639) checks numbered #21403 through #21404 in the amount of \$4,552.86
- 2017 Capital Improvement Project Fund 306 (Acct#6639) check numbered #21380 in the amount of \$2,330.40

C. Payroll

- Payroll #06A-19 in the amount of \$1,051,409.83

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Dobry

Second: Commissioner Roberts

Carried: Unanimous

- **HEARING OF THE PUBLIC / MEMBERS PRESENT**

None.

- **COMMITTEE REPORTS**

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

Commissioner Kirkbride reported the following:

- Summary of budget fund balance was discussed and discussion began about when levy restoration would need to be approved by voters in the future.
- Discussed the renegotiated contract with Stryker.

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

To be discussed as a point of new business.

- C. City / District Liaison

Commissioner Dobry reported the following:

Chief Brooks and he met with Lacey City Manager Scott Spence and City of Lacey Mayor Andy Ryder. Discussion included -

- The potential City of Lacey annexation to include a retention pond study.
- Homelessness and the recently passed municipal ordinance regarding camping on city owned property.
- The new Lacey Youth Council.
- The city park at Long Lake. Its brief closure to the public was due to the dock being torn down. There has been a shortage of lifeguards. Consequently, lifeguards are onsite 11am – 7pm Wednesday through Sunday. The park to offer summer entertainment and vendors onsite.
- The future of Hicks Lake Park enhancements was discussed.
- Commissioner Kirkbride sought information about the Mullen Rd. Annexation. Chief Brooks shared that City Manager and County Administrator were currently in discussion regarding annexation.
- The new mental health facility is awaiting state inspection. Commissioner Kirkbride inquired if there was an agreement in place for Lacey Fire District 3 to transfer citizens to this mental health facility. Chief Brooks shared that we are awaiting a protocol to be put in place to allow the transfer of patients.

D. Thurston County Fire Commissioners Association

Commissioner Dobry attended and reported that:

- The training facility meeting letter detailing rates for the coming year was presented.
- Thurston County countered the gopher mitigation plan proposed by the federal government from \$150 million to \$50 million.
- Thurston County cost for new courthouse was estimated to be \$500 million plus with financing costs included.
- TCOMM ballot measure was discussed.
- New logo options were discussed for the association.
- Potluck meeting at Lake Lawrence on August 20th was approved.

E. Thurston Regional Planning Council (TRPC)

Commissioner Dobry attended and shared that:

- Krosbie Carter, Director of Thurston Thrives, gave presentation on how to improve health and safety in Thurston County. Discussed regional public safety outreach strategies to reach more organizations and to increase community involvement.
- Preparing for the next meeting/retreat on July 12th at the Red Wind Casino.

F. Community Outreach Status Report Staff

Chief Brooks provided the following updates:

- Recent CERT class concluded and was well attended by community members.
- June 11th Push In Ceremony for Engine 34 was well attended by public, staff and several retired members.
- On June 12th, there was a Volunteer Academy Graduation at the Minneart Center and five volunteer firefighters graduated.
- Lacey Fire District 3 participated alongside the Olympia Fire Department for the annual Flag Day event at South Sound Center on June 14th.
- There will be two Independence Day events, one hosted by the City of Lacey at Rainier Park on July 3rd and the other hosted by Red Wind Casino on July 4th.
- On July 13th, Lacey Fire District 3 will have booth at the South Sound BBQ Festival at Huntamer Park.

G. Nisqually Tribe Status Report

Chief Brooks shared that CEO Iyall indicated that there was a proposed amendment to the service contract to include the Red Wind Casino, which will be presented to the Nisqually Tribal Council in the coming weeks.

H. Capital Facilities and Equipment Activities

Chief Brooks provided the following updates:

- The District is moving forward on Station 34 build and a building permit has been issued.
- Solicitation for Station 34 bids was posted earlier this week. A second posting will be posted on June 25th. The District is hosting a pre-bid walk-through at 10am on June 26th for any interested contractors. Bids are due 2pm on July 16th.
- New engine at Station 34 is in service and the old engine is being rebadged and numbered. By the beginning of next month, it will be placed into service at Station 35.

• OLD BUSINESS

A. District Policies Review and Adoption

- Chief Dickson made edits to policies based on feedback, however Chief Brooks addressed questions submitted by the Commissioners regarding the:
 - Potential need for an Aid Vehicles for Transport policy
 - District Business Travel policy
 - Controlled Substances policy
 - Driving District Vehicles policy
 - Media Releases policy
 - Ride Along Program policy
 - Unmanned Drone policy
 - Corrective Action and Harassment policy

MOTION: To repeal the existing HR rules, all previously documented procedures, and to accept the revised policy and procedure manual as written.

Motion: Commissioner Roberts

Second: Commissioner Kirkbride

Carried: Unanimous

• NEW BUSINESS

- A. Suspend Thursday, July 4th meeting in observance of national holiday: Proposed Action

MOTION: To suspend the Thursday, July 4th meeting in observance of the national holiday.

Motion: Commissioner Ryder

Second: Commissioner Dobry

Carried: Unanimous

B. Potential Surplus of Equipment (Appendix A)

MOTION: To surplus the 1994 Pierce Dash Fire Engine and proceed to sale.

Motion: Commissioner Kirkbride

Second: Commissioner Ryder

Carried: Unanimous

C. TCOMM911 Member Affirmation: Discussion/Potential Action (Appendix B)

MOTION: To reaffirm the agreement adopted with TCOMM in 2010.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

- Chief Brooks to issue letter to TCOMM reaffirming agreement.

- **ADMINISTRATIVE REPORT**

Chief Brooks gave the following updates:

- Chief Brooks reached out to the Citizen Advisory Committee members to discuss future participation. Currently four members have affirmed, two are unsure due to other commitments, one declined citing family commitments, and he is awaiting response from others. Commissioner Wilson inquired if the District should advertise for new members and Chief Brooks shared that the link for the application will be reinstated to allow new applicants.
- County Manager to make decision to ban fireworks next Thursday.
- Chief Brooks shared that he will be attending the Fire Chiefs Summit in Chicago from July 15-17th. There will be no cost to the district.
- Updated commissioners and staff on Fire Chief Warren Peterson's recovery.
- Discussed continuing the Volunteer Recruit Academy. Shared training challenges and the District directing entry level applicants to other agencies and evaluating a transfer of membership, dual membership, or shared membership after core skills sets are acquired. Additionally, Chief Brooks discussed the importance of maintaining recruiting relationships with Joint Base Lewis McChord.

- **COMMISSIONER COMMENTS**

Commissioner Kirkbride stated that he attended a seminar recently regarding disaster planning and he discussed Lacey Fire District 3 response.

Commissioner Roberts shared that she enjoyed the Push In Ceremony at Station 34 and the Volunteer Academy Graduation.

Commissioner Ryder stated she appreciated the update on volunteer fire fighter recruitment/training. She shared that she was disappointed that she wasn't able to attend the Push In Ceremony at Station 34. Additionally, she asked to be updated on the bid opening process for new Station 34.

Commissioner Dobry shared that he attended the Volunteer Academy Graduation at SPSCC, and that the graduation was well attended. He expressed that he would be interested in being present for Station 34 bid openings.

Commissioner Wilson shared that she was glad to be home and that there was a lot of infrastructure projects and traffic everywhere she visited on her recent trip abroad.

• **OTHER INFORMATION**

A. Suggestion Box

None

B. Correspondence –

- Chief Brooks shared that he received a message from Deputy Chief Cox regarding a large brush fire off of Mullen Rd., which the District was responding to.

Change to the Agenda by adding:

• **HEARING OF THE PUBLIC / MEMBERS PRESENT**

None.

• **ADJOURNMENT**

The meeting adjourned at 7:12pm.

Next Regular Meeting: July 18, 2019 – 5:30 p.m.



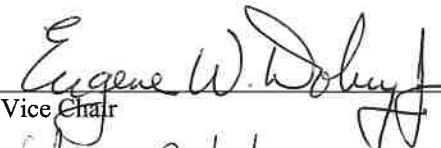
Chair



Commissioner



Commissioner



Vice Chair



Commissioner



ATTEST: District Secretary