

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

September 5, 2019

Present:

Vice Chair Dobry
Commissioner Hetzler
Commissioner Roberts
Commissioner Kirkbride

I. CALL TO ORDER / FLAG SALUTE

Vice Chair Dobry called the meeting to order at 5:30 pm and followed with a salute to our Nations flag.

Vice Chairman Dobry noted that Chairman Wilson was excused from this meeting.

II. APPROVAL OF THE AGENDA

MOTION: To accept the agenda as presented.

Motion: Commissioner Kirkbride

Second: Commissioner Roberts

Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

- Chris Clem Director of Olympic Ambulance discussed staffing vacancies, and filling day cars with F/T personnel to provide consistent ambulance availability. He also discussed their wildland contract and deployment to the North Mill Creek Fire.
- Resident Tom Foster shared son received bill from EF Recovery after accident last year and had concern regarding the bill received. He requested that the District revisit the statute regarding hazardous materials cleanup.
 - o In response, Commissioner Kirkbride assured Mr. Foster that legal counsel was sought by the District regarding the practice of the District's recovering of funds. He shared that the District is legally bound to charge for service we provide either through taxpayer dollars, interagency contracts, mutual aid, or through some other means.
 - o Chief Brooks shared that the District is able to waive fees at their discretion based on a given situation and he requested that the Board waive the fee for Mr. Foster's son. Additionally, Chief Brooks requested additional discussion regarding recovery of funds and invited Mr. Foster to attend that meeting on a future date.

IV. APPROVAL OF THE CONSENT AGENDA

- A. Draft minutes of the August 15, 2019 meeting of the Board of Fire Commissioners.
- B. Warrants
 - General Fund 001 (Acct#6630) checks numbered #21517 through #21538 in the amount of \$78,729.35
 - Capital Projects Fund 301 (Acct#6631) check numbered #21514 in the amount of \$7,641.16
 - Capital Improvement Project Fund 306 (Acct# 6639) checks #21540 through #21545 in the amount of \$235,690.36
- C. Payroll
 - Payroll #08A-19 in the amount of \$391,330.24

MOTION: To accept the consent agenda as presented.

Motion: Commissioner Kirkbride

Second: Commissioner Hetzler

Carried: Unanimous

V. COMMITTEE REPORTS

- D. Thurston County Medic One E.M.S. Council
Commissioner Hetzler shared that next meeting is on September 18th.

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

Commissioner Roberts reported:

- Former Executive Quackenbush shared draft resolution regarding Citizens for 911.
- Shared that \$5,000 grant request was submitted through the Nisqually Tribe for software to track training events and participants.
- Discussed Retained Work Study regarding staffing and budget. Shared that revenue is up 6.7% above revenue at this time last year. Looking at new phone system and they hope to finalize a contract for a May 2020 implementation date.
- Shared mailed out information to residents regarding Proposition 1.

F. City / District Liaison

Commissioner Dobry shared that he, Commissioner Wilson, and Chief Brooks attended alongside Mayor Ryder and City Manager Spence.

- They discussed annexation of Steilacoom Rd. and that they were studying annexation of that area.
- They discussed homelessness, as well as a possible temporary camping site.

G. Thurston County Fire Commissioners Association

Commissioner Dobry stated two candidates for the port and community members were present for the meeting. Next meeting is the September 17th.

H. Thurston Regional Planning Council (TRPC)

Commissioner Dobry shared that he will be attending their next meeting tomorrow, September 6th.

I. Community Outreach Status Report
Staff

Chief Brooks provided the following updates:

- On August 26th crews attended the 2019 Ghost Family Fun Day event for military families. Activities included fire truck flag raising, crew with EMS response, and our antique fire truck was present.
- October is Fire Prevention Month and we will be conducting presentations at various schools throughout the District.
- September 11th event will be held at District Headquarters and we will gather at 6:45am in the parking lot.
- On September 14th we will be having an Employee Recognition Event and family event. He extended an invitation to the Board.

J. Nisqually Tribe Status Report

Chief Brooks shared that we issued first invoice to include the Red Wind Casino and we responded to approximately ~16 responses in that month.

K. Capital Facilities and Equipment Activities

Chief Brooks provided the following updates:

- Reported Station 34 is well under way and District had site meeting today. Trees have been cleared. During excavation, there was a gas line found not to

be at proper depth, which is being mitigated by PSE. Otherwise, everything moving forward on time.

- Commissioner Dobry inquired if the District is capturing the build site changes using photography. Chief Brooks shared that the District hopes to use time lapse photography of Station 34 going up.
- Commissioner Kirkbride suggested public viewing of construction via the District website. Chief Brooks shared that the District will post information as it becomes available.
- Reported that he is reengaging the bond counsel to draft projections to bring to the Board at the October 3rd meeting.
- Director Chambers is working on the SCBA equipment procurement process, which will be a competitive bid.
- The Truck Spec Committee is meeting next week to be prepared for the new bonds coming in, in order to be ahead of any increased costs in the coming year.

VI. OLD BUSINESS

A. No old business was discussed.

VII. NEW BUSINESS

A. Resolution 868-09-19 (Appendix A)

MOTION: To adopt the resolution 868-09-19 to support the Thurston County Emergency Communication Systems and Facilities Proposition No. 1 – Sales and Use Tax to replace our previous resolution.

Motion: Commissioner Roberts
Second: Commissioner Kirkbride
Carried: Unanimous

A. Resolution 869-09-19 (Appendix B)

MOTION: To adopt the resolution 869-09-19 authorizing the closing of the District's revolving fund held at Key Bank.

Motion: Commissioner Kirkbride
Second: Commissioner Roberts
Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks gave the following updates:

- Chief had a conversation with the City Administrators of Olympia and Tumwater regarding the Tumwater Regionalization Study. He shared that he expressed concerns regarding some of the information in the study, namely moving forward on a regionalization of services based on the potential

additional costs to the taxpayers of our District. He shared that he made recommendations for the consultant to meet with each of the sub-groups and their respective elected bodies and participating agencies to address any questions or concerns they may have. He additionally requested that Medic One be included in any discussion going forward.

- Commissioner Dobry requested that the entire Board be included in a special meeting with the author of the study.
- Chief Brooks shared that he will request a published meeting and that labor groups would also be invited.
- Chief Brooks shared that there will be a pinning ceremony of DC Schmidt at the Employee Recognition Family Event this Saturday, September 14th.
- Director Hough shared that our financial audit began August 27th and that the field work portion of the audit started today. Preliminary findings of the audit have been very positive with limited findings. The findings report will be released sometime the beginning of November.
 - Chief Brooks thanked the whole finance team, DC Dickson, and Team Red for responding to auditor's questions and requests onsite.
- Chief Brooks shared the Finance Report that we are at 67% of the year and only 61% expended. He shared that we received the \$50,000 in federal monies owed from last year's California fires. Per Director Hough, we currently have a positive fund balance - better than expected.

IX. COMMISSIONER COMMENTS

Commissioner Kirkbride glad to be back home after trip where he was able to witness international fire response.

Commissioner Roberts requested be excused from meeting on October 3rd for family event.

Commissioner Hetzler had no comment.

Commissioner Dobry is hoping to see information regarding Dispatch Health now that they are in our community. He also shared that he was glad to attend the entrance conference with the auditors.

X. OTHER INFORMATION

A. Suggestion Box - none

B. Correspondence

- WFOA notified DC Dickson of the Finance Officer Award to Director Hough.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

A.

XII. ADJOURNMENT

The Board of Fire Commissioners meeting adjourned at 6:35pm.

Next Regular Meeting: September 19, 2019 – 5:30 p.m.

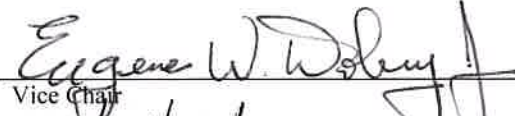
Chair




Commissioner



Commissioner



Vice Chair



Commissioner

ATTEST: District Secretary