

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**November 7<sup>th</sup>, 2019**

Present:

Chairman Wilson

Vice Chair Dobry

Commissioner Hetzler

Commissioner Roberts

Commissioner Kirkbride

**I. CALL TO ORDER / FLAG SALUTE**

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

**II. APPROVAL OF THE AGENDA**

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

Motion: Commissioner Dobry

Second: Commissioner Hetzler

Carried: Unanimous

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

- None.

**IV. APPROVAL OF THE CONSENT AGENDA**

A. Draft minutes of the October 17<sup>th</sup>, 2019 meeting of the Board of Fire Commissioners.

B. Warrants

- General Fund 001 (Acct#6630) checks numbered #21639 through #21660 in the amount of \$72,611.59
- Capital Projects Fund 301 (Acct#6631) checks numbered #21661 in the amount of \$6,106.59
- 2017 Capital Improvement Project Fund 306 (Acct# 6639) check #21662 through #21663 in the amount of \$1,995.00

C. Payroll # 10A 2019 in the amount of \$ 399,705.71

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

Motion: Commissioner Kirkbride

Second: Commissioner Dobry

Carried: Unanimous

## V. COMMITTEE REPORTS

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

Commissioner Kirkbride shared:

- No report. Next meeting is Wednesday, November 20<sup>th</sup>.

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

Commissioner Wilson reported:

- That there was a temporary budget approved for 2020, which will be amended in January because of the successful outcome to Proposition 1. New radio system purchasing process discussed.
- Discussed change in systems to New Generation 911, a text to 911 system, paid for through a state funded 5-year contract.
- Will be changing Intergovernmental Agreement due to ballot measure passage and would require all involved governments including the District to sign off on the updated agreement
- Next Meeting is December 4<sup>th</sup>, 2019.

### C. City / District Liaison

Chief Brooks shared:

- Next meeting is set for the beginning of December.

### D. Thurston County Fire Commissioners Association

Commissioner Kirkbride shared information about their recent conference:

- Washington Department of Natural Resources reported decreased fires in 2019.
- Washington state received \$38 million dollars for fuel management in addition to suppression monies.
- Urban wildland interface programs are working with several counties and cities to draft legislation to help with urban wildland challenges. Created a committee called the Wildland Management Committee to address ongoing urban wildland interfacing issues.
- Auditor shared resources and information. Over the past five years, each year there have been three fire districts dissolved and one created.

- Discussed District policies in relation to items discussed, namely marijuana possession/use.

Commissioner Dobry also shared information regarding the recent conference:

- Discussed officer elections.
- There were three classes regarding implementation of a fire fighter wellness program.
  - o Discussed the NFPA 1582 standard for medical evaluations and hopes they'll be reimbursed through our insurance in the future.  
Commissioner Dobry shared concern that leadership be aware of any medical conditions that could prevent a member from safely doing their job. Chief Brooks shared that annual fit for duty process and that if members are out sick due to illness or injury the District requires our members to provide a District form from their doctor showing their ability to return to work.
- Discussed Cyberattack information shared at conference and Chief Brooks shared information regarding District process for addressing attacks.
- Discussed information regarding insurance for firefighter injuries.

#### E. Thurston Regional Planning Council (TRPC)

Commissioner Roberts shared:

- Intercity Transit services to become free to the public with no collection of fares to ride buses. The cost of waiting to collect fees from customers currently costs Intercity Transit more money than they currently collect in fares. This change will help to keep them on time, which limits the number of drivers they also have to hire.
- Started service to Yelm and discussed service to light rail location in Tacoma.
- Hired 112 new people, and 70 new buses.
- Olympia Transit Building will be finished in the beginning of the year. Greyhound will be housed there.
- Received a \$300,000 grant for Lacey, Olympia, Tumwater to look at the affordability of housing in our area.
- Projecting 65,000 new jobs in our area, mostly in retail and service based positions.
- Had a conversation about the Ferry system. Discussion took place regarding a passenger only ferry out of Olympia.

F. Community Outreach Status Report  
Staff

Chief Brooks shared:

- The two weekend CERT class which begun on November 2<sup>nd</sup> has been well attended. Course will be completed on November 10<sup>th</sup>.
- Tuesday, November 5<sup>th</sup> crews shared a fire presentation with The Ridge homeowner's association at Station 34.
- Tonight's fire presentation at Station 33 for the Mullen Heights homeowner's association to be presented by the crew.
- Next Monday, Meridian Campus homeowner's association meeting will be attended by Commissioner Dobry.
- Tuesday, November 19<sup>th</sup> homeowner's association for Southwick HOA, Commissioner Hetzler will present.
- Citizen Advisory Committee to meet at Station 34 on Thursday, November 14<sup>th</sup>, 2019. Commissioner Wilson and Commissioner Hetzler will attend along with the Commissioner-elect Robert Motzer.

G. Capital Facilities and Equipment Activities

Chief Brooks shared:

- Two of our Lieutenants and Director Chambers are at the Pierce plant in Wisconsin to finalize the ladder truck specs. Pierce sponsored the trip. Will finalize specification of changes this month or early December to benefit cost savings of purchase this year. Commissioner Kirkbride inquired about the engine and Chief Brooks shared the engine is more standardized. All three apparatus will be locked in at the 2019 purchase price. Discussed apparatus completion timelines.
- Chief Brooks met with Deputy Chief Schmidt, Director Chambers, and Olympia Fire Department representatives to discuss updates to the Shop structure and outdoor area.
- Cooperative purchasing agreement with Riverside Fire in Lewis County for the air packs had a change in pricing. Director Chambers to have the pricing finalized with arrival of packs to occur in early 2020.
- Provided update of Station 34 project.

**VI. PUBLIC HEARING FOR THE PROPOSED 2020 BUDGET**

Chairman Wilson opened the floor for public hearing regarding the proposed budget. Public hearing was closed due to no respondents.

## **VII. OLD BUSINESS**

### **A. Draft 2020 Budget**

Chief Brooks shared:

- Adjustments were made to the Medic One reimbursements due to Medic One being over budget in the third quarter. As such, the District wouldn't be reimbursed for items which were a matter of policy such as training or overtime until January of 2020. The estimated potential reimbursement would be for ~\$20,000/ mo. for three months for a total of ~\$60,000.
- Adjustment in Bond Fund from \$704,504 property tax including new construction is down to \$602,257. On the bond interest on the expense side the ledger the amount would change from \$696,529 down to \$597,533.
- Discussed keeping up staffing the past two or three years to meet population growth. At present, 9% population growth over last year. Discussed upcoming growth needs.
- Discussed new positions for 2020.

### **B. Authorized Bond Sale**

Chief Brooks shared:

- Rating call, anticipated a rating upgrade to a AA-. Held instead at an A+, the net cost is minor, however Chief Brooks and Director Hough to talk with raters tomorrow morning. Underwriters shared raters would like to see 40% cash on hand or greater in reserve, however not been District practice. Brooks shared all projected information provided to the Board was based on the A+ rating.
- Bond Pricing meeting will occur on November 20<sup>th</sup>.
- Discussed levy rate. We had promised voters at or below 14 cents and it is currently projected at 9 cents.

## **VIII. NEW BUSINESS**

None.

## **IX. ADMINISTRATIVE REPORT**

Chief Brooks provided the following updates:

- Received email from CEO Iyall at Medicine Creek Enterprise who shared they had identified area of budget to pay invoices for Red Wind Casino responses and will go for approval before their Finance Committee meeting next Thursday.
- He attended the retirement reception for Steve Hall, the Olympia City Manager, last night - which was well attended.

- TCOMM Admin Board approved joint meetings for the year for Users and the Ops Board groups to be brought together as a steering committee to begin late this year or early next year.
- Will be having a meeting with EF Recovery on Friday, November 15<sup>th</sup> and will provide an update to the Board.
- All Personnel meetings will begin on Monday, November 11<sup>th</sup> through Thursday, November 14<sup>th</sup> from 10-11:30am. Decision Point financial planning group will be presenting during the second portion of the meeting.
- Regionalization meeting to take place on Monday, November 18<sup>th</sup> at 6:30pm in the Olympia Council Chambers.

**X. COMMISSIONER COMMENTS**

Commissioner Kirkbride shared article on KOMO news regarding non-emergency EMS service called Health One, a program currently in Seattle. Shared EMS focus at recent conference. Shared that there was an article regarding Tacoma company called Namatad which focuses on fire ground safety using drones.

Commissioner Roberts appreciated update regarding crews return from California. She thanked the crews for their service.

Commissioner Hetzler had no comment.

Commissioner Dobry thanked Commissioner Roberts for helping with attendance at a meeting in order to attend a memorable family event.

Commissioner Wilson shared that she was glad crews back safely from California.

**XI. OTHER INFORMATION**

A. Suggestion Box – None.

B. Correspondence

- i. Received many letters and drawings from Lacey area schools thanking crews for their presentations during October’s fire prevention month.

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

None present.

**XIII. REQUEST FOR EXECUTIVE SESSION**


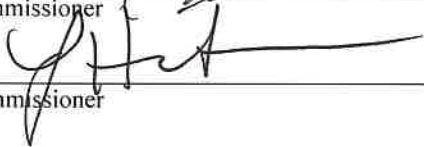
- A. Pursuant to RCW 42.30.110(1)(g): To review the performance of a public employee

The Board announced and entered an Executive Session at 6:52 p.m. anticipated to last up to twenty minutes with no planned action. At 7:12 p.m. an announcement was made extending the session by five minutes. At 7:17 p.m. the Board closed the Executive Session and returned to the open meeting with no action taken.

**XIV. ADJOURNMENT**

The Board of Fire Commissioners meeting adjourned at 7:18 pm.

*Next Regular Meeting: November 21<sup>st</sup>, 2019 – 5:30 p.m.*

  
Chair  
  
Commissioner  
  
Commissioner

  
Vice Chair  
  
Commissioner  
  
ATTEST: District Secretary