

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

September 3rd, 2020

Chairman Dobry
Commissioner Roberts
Commissioner Kirkbride
Commissioner Hetzler
Commissioner Motzer - excused

The meeting was open to the public at Station 31 and via the Zoom meeting platform.

I. CALL TO ORDER / FLAG SALUTE

Chairman Dobry called the meeting to order at 5:30pm.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as amended to remove pinning of Lieutenant Craig who will taking part in a pinning ceremony at a later date.

Motion: Commissioner Kirkbride
Second: Commissioner Roberts
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

- No public or members addressed the Board.

IV. PINNING OF THE NEW MEMBERS

- Chief Brooks introduced Firefighter Paramedic Quinn Brydson. Brydson shared that he was excited to be a part of LFD3. He was sworn in by Chief Brooks and Deputy Chief Schmidt pinned his badge.
- Chief Brooks introduced Volunteer Firefighter Connor Beard. Beard shared that he graduated from Bates Technical College and that he was raised in Lacey. He shared that he is excited to be a part of the Lacey Fire team. He was sworn in by Chief Brooks and Deputy Chief Schmidt pinned his badge.
- Chief Brooks introduced Volunteer Firefighter Bailey Powers. Powers shared that he moved to the area and that he was excited to be a part of Lacey Fire. He was sworn in by Chief Brooks and Deputy Chief Schmidt pinned his badge.

- Chief Brooks introduced Volunteer Firefighter Joshua Baker. Baker shared that he learned about Lacey Fire through working in the fire and EMS community in the area and that he was very excited to be here. He was sworn in by Chief Brooks and Deputy Chief Schmidt pinned his badge.
- Chief Brooks shared that two members of Lacey Fire staff were celebrating one year anniversaries with the District: Fire Psychologist Dr. Jeff Holguin and Deputy Chief Jennifer Schmidt. He shared his thanks and appreciation to them.

V. APPROVAL OF THE CONSENT AGENDA

- General Fund 001 (Acct# 6630) checks numbered #22198 through #22208 in the amount of \$17,807.61
- 2017B Capital Projects Fund 307 (Acct#663B) check numbered #22209 in the amount of \$11,984.70
- Payroll #08B-2020 in the amount of \$424,311.58

MOTION: To approve the consent agenda as published.

Motion: Commissioner Roberts
 Second: Commissioner Kirkbride
 Carried: Unanimous

VI. COMMITTEE REPORTS

A. Thurston County Medic One - EMS Council

Commissioner Kirkbride reported:

- West Region EMS and Trauma Care Council is made up from providers and EMS Councils in Pierce, Thurston, Grays Harbor, and Lewis Counties. They meet ~ four times a year and Commissioner Kirkbride attended their recent meeting.
 - Three applications for ambulance license were submitted, including one from Olympic Ambulance. Discussion took place regarding the submitted applications and the approval/denial process.

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

Commissioner Roberts reported:

- Revenues are over the anticipated budget by 6.9%.
- COVID Response for non-dispatch employee positions all working from home.
- Motorola system is on track.
 - Commissioner Kirkbride inquired if there was an estimated time when project would be complete.

- Commissioner Roberts shared that because of the pandemic that the project has slowed some, but is not delayed. She stated that the hiring of an Assistant and a Technician on the project has helped to keep it on track.
 - Chief Brooks shared that the plan is to have the system up and running in 2022.
- Lewis County asked to join TCOMM and a feasibility study to be completed at the end of November.
 - Lacey City Manager Scott Spence was working on the Intergovernmental Agreement per Executive Director Flewelling's request.
 - A Subcommittee was formed to go over the 2021 budget.
 - Telephone system replacement project is going very well and the cutover will take place by the end of the year.
 - Executive Director Keith Flewelling announced that he will be retiring in 2022.

C. City / District Liaison

Chief Brooks reported:

- Meeting to take place on Tuesday, October 20th.

D. Thurston County Fire Commissioners Association (TCFCA)

Commissioner Dobry reported:

- No report. Next meeting in September 15th. Commissioner Dobry will attend.

E. Thurston Regional Planning Council (TRPC)

Commissioner Dobry reported:

- No report. Next meeting is scheduled for tomorrow, September 4th.

F. Community Outreach

Chief Brooks shared:

- Virtual Ride Along was well received by the community. Chief Brooks shared his thanks to Battalion Chief Hulse for putting it all together coming in off shift to ensure the community had a full glimpse into operations.
- Community Outreach Coordinator Chris DeBell had applied for and received the West Region EMS \$2,600 grant for the Seniors Safe at Home program, which is a program largely managed by volunteers.
- Virtual 9/11 Event will be on kicking off on Facebook live at 6:30am to with the full program to start at 6:45am

- Commissioner Roberts inquired about the inflatable house which was being acquired for community outreach public education.
 - Chief Brooks shared that the District is in the process of acquiring it, but it will take approximately 10 weeks or more to arrive.
 - Discussion took place regarding its future use.

G. Capital Facilities and Equipment

Chief Brooks shared:

- New Station 34 PSE electrical now requires a disconnect in the form of a freestanding pedestal to be adjacent to generator rather than through the second floor. It is a ~\$40,000 change order. The change is not tied to building code, rather a PSE rule and requires specialized equipment be purchased. Contractors hope to have it installed by next week and PSE will come to inspect and approve it. Once inspected and approved it start a three week clock. May be up to one month wait for approval of power system.
 - Commissioner Kirkbride inquired if a waiver could be obtained to shorten the timeline.
 - Chief Brooks shared that a waiver may actually take longer than the wait.
 - Discussion took place regarding the electrical delays.
- New Station 34 the concrete apron to be poured next week. Painting completed and bay doors installed.
- Discussion took place regarding when New Station 34 may be open.
- Station 33 update should be available early October.
- Waiting on dates for mid-build on the ladder truck and prebuild on the engines.
- Station Alerting System is currently being installed by Staff and was recently completed at Station 33.

VII. OLD BUSINESS

A. Planning and Response Updates for Pandemic: Staff Report

Chief Brooks shared:

- No new members quarantined or diagnosed COVID positive.
- Month of August is up 8.8% call volume over last year at this time.
- No formal published updated guide from L&I as of yet. On September 1st Deputy Chief Schmidt and Training department updated crew with internal guidance aligned with known upcoming standards. He shared his thanks to Deputy Chief Schmidt and the Training department for making sure all members were apprised.
 - Discussion took place regarding alignment with L&I standards and how it pertains to the fire department environment.

- Updates on hospital diversions and current capacity due to volume. Overall COVID numbers are trending down, but currently hospitals in our area are seeing an increase in ER visits.
- Commissioner Dobry inquired about the second mental health facility approved for Lacey.
 - Discussion took place regarding upcoming mental health facilities in our area.

VIII. NEW BUSINESS

A. Educational Material (Appendix A)

Chief Brooks shared:

- Educational material has to be factual in nature and must be in the form of a singular mailer. He shared his thanks to Community Outreach Coordinator Chris DeBell for her work on the mailer.
 - Discussion took place regarding language of mailer and fact sheets.
 - Commissioner Kirkbride and Commissioner Roberts inquired about approachable vocabulary for voters who may not be familiar industry specific language.
- Cost of mailer \$1,765.53 for 40,050 pieces and \$1,480.33 for postage for a total of \$3,245.86.
- Commissioner Roberts and Hetzler shared their thanks to Community Outreach Coordinator Chris DeBell for her work on the mailer.
- Final drafts for the mailer and fact sheet to be sent to Commissioners.

B. ADMINISTRATIVE REPORT

Chief Brooks provided the following updates:

- Attorneys are currently reviewing ALS contract with Medic One. Plan on getting to Commissioners at their first October meeting.
- A recent Presidential Directive offers employees an optional deferral of Social Security payments from September 1st through the end of the year. The individuals that would be affected would be our commissioners and volunteers. District Payroll Administrator Debby Archer prepared overall numbers and the average impact to volunteers would be less than \$10 a month. This would be a deferral of social security monies. The District would like to discuss the impacts of the option with the Board and volunteers at the next BoFC Meeting.

- Commissioner Motzer tendered his resignation. Resignation has to go to the Board of County Commissioners. As of September 18th, the Board has 90 days to appoint a qualified replacement. That qualified replacement would sit until the next general election (November 2021) and would have the option to run at the November election. To talk about the process for appointment at the next BoFC meeting on Thursday, September 17th.
- City of Lacey Homeless meeting took place via Zoom with over 30 participants throughout the community working to coordinate efforts. To meet ~every other month with homework to complete between meetings.
- District revenue is exceeding expenses, and Chief Brooks thanked Finance Director Hough for putting the finance report together which will be shared in more detail at the next BoFC meeting.

Deputy Chief Schmidt provided the following updates:

- All four deployed members to wildland fires have returned.
- Shared an update from a recent complicated structure fire.
 - Commissioner Kirkbride inquired if a cause was released.
 - Chief Schmidt shared cause still under investigation.
 - Chief Brooks shared limitation of water supply from private water company was of issue. He shared he is following up to have further discussion about improving that system.

C. COMMISSIONER COMMENTS

Commissioner Hetzler – No comment.

Commissioner Kirkbride – He shared scheduled to meet with Lacey Parks & Recreation department tomorrow to discuss LFD3 participation in the museum. He shared concern over a lack of urban forest fire management and talked about the amount of fuel on the ground and an increase in fires. He requested that the Board take a stronger stance regarding urban forest fire management and draft a letter to WSDOT, DNR, all HOAs in our area, and any major forest land owner encouraging their responsibility to manage fuels on their land. To be added to the next Board meeting.

- Chief Brooks requested an advanced draft.

Commissioner Roberts – May need to be excused next meeting.

Commissioner Dobry – He shared Snure Seminars to take place remotely on October 21st.

D. OTHER INFORMATION

- Suggestion Box/Correspondence

- Thank you note and donation from a District resident who had experienced personal hardship.

E. HEARING OF THE PUBLIC / MEMBERS PRESENT

- Olympic Ambulance Director Clem shared his appreciation to the District for hosting the Virtual Ride Along.
- Discussed the recent West Region EMS Council ALS Contract application review for Pierce County.
 - Shared his thanks to the support received from Chief Brooks, and Commissioner Kirkbride. Working to amend and resubmit request.
 - Commissioner Kirkbride asked if Kaiser is reaching out to help have further conversation with Health Department.
 - Olympic Ambulance Director Clem shared that they were.
 - Commissioner Kirkbride inquired about Olympic Ambulance call availability/response.
 - Director Clem shared lack of staffing has impacted Olympic Ambulance after COVID. Should see more call availability with onboarding of staff.
 - Shared that recruiting had slowed since EMS schools closed down and candidates had trouble scheduling tests. Recently, the applicant numbers have increased and demand for services has surged.
- Appointed to the Department of Health EMS Trauma Care Steering Committee as the Washington Ambulance Representative.

ADJOURNMENT

The meeting adjourned as of 7:12pm.

*Next Regular Meeting: September 17th, 2020– 5:30 p.m.
Available via remote meeting or in person at Station 31, located at 1231 Franz St. SE.*

Eugene W. Doherty
Chair

[Signature]
Commissioner

Commissioner

Sylvia Roberts
Vice Chair

[Signature]
Commissioner

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ATTEST: District Secretary