

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

February 4th, 2021

Chairman Dobry
Commissioner Roberts
Commissioner Kirkbride
Commissioner Hetzler
Commissioner Gamble

The meeting was open to the public via the Zoom meeting platform.

I. CALL TO ORDER / FLAG SALUTE

Commissioner Roberts called the meeting to order at 5:30pm.

II. APPROVAL OF THE AGENDA

MOTION: To Approve with the addition of New Business Item C. for Memorandum of Agreement (MOA) with Providence Health and Thurston County for Mass Vaccination Event

Motion: Commissioner Kirkbride
Second: Commissioner Dobry
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

- None.

IV. TCOMM PRESENTATION ON PROPOSED UPDATES TO INTERGOVERNMENTAL AGREEMENT

Executive Director Keith Flewelling shared:

- Discussed recommended changes to the IGA.
- Discussed Lewis County joining TCOMM.

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the January 7th, 2020 of the Board of Fire Commissioners meeting.

B. Warrants:

- General Fund 001 (Acct #6630) check numbered 22456 in the amount of \$45,000.00

- General Fund 001 (Acct #6630) checks numbered #22457 through #22467 in the amount of \$49,491.50
- Equipment, Repair & Replacement Fund 103 (Acct# 6636) check number 22468 in the amount of \$19,965.45
- 2017B Capital Improvement Project 2019A (Acct#663B) checks numbered #22469 through #22471 in the amount of \$16,200.22

Commissioner Kirkbride had inquired by email about charges related to the:

- Crawford Door Company. Chief shared information regarding the maintenance and repair of first generation high speed doors.
- Rooftop AC Unit replacement at the Training and Education Center was discussed.

C. Payroll #1B 2021 in the amount of \$462,877.47

MOTION: To approve the consent agenda as published.

Motion: Commissioner Hetzler
Second: Commissioner Kirkbride
Carried: Unanimous

VI. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Roberts shared:

- Next meeting to take place on Wednesday, February 17th.

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

Commissioner Roberts shared:

- Reclassification of Telecommunicators referred to the State.
- Complaint to L&I returned to 911 without issue.
- New HR Manager position created.
- Reclassification of Radio Tech positions.
- COLAs approved and comp survey increase conducted to align pay.
- Executive Director Keith Flewelling retiring end of January 2022.

C. City/District Liaison

Commissioner Dobry shared:

- Meeting to take place on Tuesday, February 16th.

D. Thurston County Fire Commissioners Association

Commissioner Dobry:

- Presented discussion on EMTs giving COVID vaccines.
- Presenter next general meeting will be the auditor.

E. Thurston Regional Planning Council

Commissioner Dobry shared:

- To meet on Friday, February 5th.

F. Community Outreach

Chief Brooks shared:

- Public Vaccination site on Saturday, February 6th.
- District is participating in a community outreach program called Sound Off which will take place at area schools. District was one of five agencies selected to do a pilot program. Training for the program to take place in March.
- Senior Safe at Home program to take place. Current grant cycle ends in June.
- Inflatable firehouse for community outreach purchased, however has delays in production. Should ship in approximately a week.

G. Capital Facilities and Equipment Activities

Chief Brooks shared:

- Received the proposed strategy for storm water capture modifications at Steilacoom and 8th Ct. intersection. First level proposal is approximately \$50,000, which is higher than anticipated.
- City Council annexation process at Station 34 was discussed.
- Discussion took place regarding planning for the Vehicle Repair facility.
- New alerting system at Station 31 was discussed.
- Engines and ladder truck most likely to be completed in April.

VII. OLD BUSINESS

A. Planning and Response Updates for Pandemic: Staff Report

Chief Brooks shared:

- A member had a positive COVID test and are in quarantine for a fourteen day period.
- Second round of COVID vaccinations took place for members and the process ran smoothly. There were more significant number of members who had side effects from their second dose of the vaccine.

VIII. NEW BUSINESS

A. COVID-19 High Probability Unit Contract – Discussion/Potential Action (Appendix A)

Chief Brooks shared:

- History of the contract and there was discussion of the staffing of an additional aid unit.

MOTION: Approve the professional services contract and authorize the Chief to sign.

Motion: Commissioner Dobry
Second: Commissioner Gamble
Carried: Unanimous

B. TCOMM Intergovernmental Agreement – Discussion/Potential Action (Appendix B)

Chief Brooks shared:

- History of the changes to the contract and discussion took place regarding the agreement.

MOTION: To approve the TCOMM IGA amendments and authorize the Chair to sign the agreement.

Motion: Commissioner Kirkbride
Second: Commissioner Dobry
Carried: Unanimous

C. MOA for Mass Vaccination Event on February 6th – Discussion/Potential Action

Chief Brooks shared:

- Document just received today from Providence and Public Health and is necessary to authorize usage of Old Station 34 site for event.

MOTION: To approve the MOA and authorize the Fire Chief to sign this agreement and any necessary for similar future events related to the pandemic vaccination process.

Motion: Commissioner Kirkbride
Second: Commissioner Hetzler
Carried: Unanimous

IX. ADMINITRATIVE REPORT

Chief Brooks shared:

- Administrative Support Specialist Hillig leaving for a new position. The Chief and Board shared their thanks for her service
- New Badges for Commissioners Hetzler and Gamble

- Thanks to staff for the work in preparing for the Mass Vaccination Site
- Medic 2’s successful relocation to J & I Equipment in Yelm

X. COMMISSIONER COMMENTS

Commissioner Kirkbride – Thanks to Hannah for her service and for the work to relocate Medic 2

Commissioner Roberts – Excitement for public vaccination clinic.

Commissioner Hetzler – Excitement for public vaccination event and potential impacts of family event on next Commissioner meeting

Commissioner Gamble – Personal experience with 2nd vaccination shot and excitement for community event

Commissioner Dobry – Excitement for public vaccination event and questions about public information related to the event. Best wishes to Hannah.

XI. CORRESPONDENCE

- No additional correspondence received.

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

- None.

XIII. ADJOURNMENT

The meeting adjourned as of 6:55 pm.

*Next Regular Meeting: February 18th, 2021 – 5:30 p.m.
Available via remote meeting.*

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 Chair

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 Vice Chair

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 Commissioner

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 Commissioner
 ATTEST: District Secretary

Commissioner