

**THURSTON COUNTY FIRE DISTRICT THREE**

**BOARD OF FIRE COMMISSIONERS**

**MINUTES OF THE MEETING**

**October 07, 2021**

Commissioner Kirkbride  
Commissioner Hetzler  
Commissioner Roberts  
Commissioner Kelling  
Commissioner Gamble

The meeting was held in person with limited attendance and was open to the public via the Zoom meeting platform. The meeting was recorded.

**I. CALL TO ORDER**

Chair Roberts called the meeting to order at 5:30 PM, followed with a salute to our Nation's Flag.

**II. APPROVAL OF THE AGENDA**

**MOTION:** To approve the agenda as published.

Motion: Commissioner Hetzler  
Second: Commissioner Kirkbride  
Carried: Unanimous

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

A. Mr. Hartz joined via zoom just to say hello

**IV. APPROVAL OF THE CONSENT AGENDA**

- A. Draft minutes of the September 16, 2021 of the Board of Fire Commissioners meeting.
- B. Warrants:
- General Fund 001 (Acct #6630) checks numbered 22804 through 22817 and electronic fund transfers (EFT) #5028 through 5029 for a total amount of \$61,553.77

- Equipment, Repair and Replacement Fund 103 (Acct#6636) electronic fund transfer number 5008 for a total of \$99,732.88
- 2017B Capital Projects Fund 307 (Acct #663B) electronic funds transfer (EFT) number 5013 and checks numbered 22818 through 22819 for a total amount of \$21,359.96

C. Payroll 09B 2021 in the amount of \$461,677.38

**MOTION:** To approve the consent agenda.

Motion: Commissioner Kirkbride

Second: Commissioner Kelling

Carried: Unanimous

## V. COMMITTEE REPORTS

### A. Thurston County Medic One

Commissioner Kirkbride reported no update:

- Budget meeting on October 14, 2021
- Next regular meeting October 20<sup>th</sup>, 2021

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

Commissioner Roberts reported from the September 29<sup>th</sup> meeting:

- Radio system replacement cut over date delayed 6 months, June 2023
- COVID staffing update, currently a couple of cases so they are down 6 people at TCOMM.
- No old business
- New business
  - Budget 1<sup>st</sup> hearing, 2<sup>nd</sup> hearing will happen November 10<sup>th</sup>
  - Revenue estimated to be about \$19.2 million
  - Looking for a debit service of about \$2.7 million
  - Fund balance \$14.8
  - Board approved the budget
- New executive deputy director, Kathy Gooding will take over end of January 2022
- Next meeting November 10<sup>th</sup>, 2021

### C. City/District Liaison

No report; Chief will confirm the next meeting is in October.

D. Thurston County Fire Commissioners Association

Commissioner Gamble reported from the September 21<sup>st</sup> meeting in Commissioner Hetzler absence

- Had their picnic in August so there was a lot to talk about.
- Vaccine mandate update
  - EMS letter sent to Governor, no response yet.
  - Districts talked about what their plans are for staff loss due to mandate.
  - Requesting to have a non EMT driver so only one person would be providing medical care.
  - Talk about staff that are unvaccinated potentially being protected under the Good Samaritan Act.

E. Thurston Regional Planning Council -

Commissioner Roberts reported from the September 3<sup>rd</sup> meeting in Commissioner Kelling's absence:

- Follow-up from the retreat
- Consultants were present and voted on the approval of the mission, values and vision
  - Vision and mission were adopted, the values were not. Value in regards to diversity and equity. They are going to have a sub-community look at it and bring it back to a future meeting.
  - Commissioner Kelling stated there was a lot of previous discussions in regards to that particular value statement, in the wording particularly.
- Electric vehicles and charging stations were discussed for private use and commercial and agency owned vehicles.
  - Yelm applied for a grant a few years back and were able to get a solar powered charging station for consumer use. Breaks even in cost. Tenino is working on options.
- Deschutes waterway/watershed planning
  - Hurst decision back in 2018, private wells could not exist anymore due to stream flow
  - Groups are continuing to work on this. Nisqually and Chehalis plans have been approved.
- Doug Deforest is retiring, this was his last meeting.

F. Community Outreach

Chief Schmidt/Chief Brooks shared:

- Shout out to Chris DeBell for her help with facilitating and working with the crews during the pandemic.
- About a dozen senior safe at home appointments have been completed. More requests are coming in and are being scheduled out a couple months. Vicki our volunteer receptionist has been a great help with spreading the news in her housing development.
- Crews participated in Kids in the Park and went through 2 boxes of helmets.
- It is fire prevention month. We did offer to provide virtual videos to the elementary schools in the area.
- Roll in of Truck 31 was a hit on social media.

G. Capital Facilities and Equipment Activities

Chief Brooks shared:

- Chief Cerovski and Director Chambers completed a walk through with the architect at Station 34.
- Received updating costing for the VRF and Station 33. Having a meeting next week with RFM and should be able to bring updated numbers to the next Commissioners meeting. Good news, VRF secondary estimates were more reasonable.
- New ladder Truck went into service yesterday. The two engines are now at the VRF for outfitting and wiring.

**VI. OLD BUSINESS**

- A. COVID Emergency Declaration Status – no report.
- B. Overall cases in our area and trending downwards, from 100 per day to around 70-80. No active cases among our crews at this time.

**VII. NEW BUSINESS**

A. Support Services Division Staffing: Staff Report/Requested Approval

- Welcome Director Gorman to our Support Service program. Chief Brooks shared a document that Chris Gorman has put together and went over with our crews as an overview of what the Support Service program has to offer.
- Asking the board to approve staffing for the Support Services Division, 3 FTE and adding 1 part time contractor. These items are

already within the approved budget capacity. They will also be in the 2022 proposed budget.

**MOTION:** To approve the Support Services staffing levels for balance of 2021.

Motion: Commissioner Kirkbride  
Second: Commissioner Kelling  
Carried: Unanimous

- B. Resolution 879-10-21 Exempting the Purchase of Vehicle Exhaust Capture from Competitive Bidding Pursuant to RCW 39-04-280 (Appendix A)

**MOTION:** To approve the Resolution 879-10-21.

Motion: Commissioner Hetzler  
Second: Commissioner Kirkbride  
Carried: Unanimous

- C. 2020 Finance and Accountability Audit: Commissioner Roberts shared from the exit audit meeting. It was a clean audit. Chief Brooks thanked Dale and the finance team. There were two Exit Item recommendations not included in the report in regards to the purchase of the demo rescue unit and limited excavation work at Station 34 completed by a separate sub-contractor.

## **VIII. ADMINISTRATIVE REPORT**

Chief Brooks shared:

- Budget for next year intended to be new business on the next meeting agenda. A breakdown showing all revenue and expenditures including number totals was shared.
- Commissioner Kelling asked how the Health & Safety AC and Community Risk Reduction AC FTE positions will be employed and if they are related to the concept of Support Services.
- Personal thank you to the Board and staff for covering his absence at last meeting. He and Lee are very thankful for the support. Will be traveling back to AZ in mid-November.
- Covid mandate update. There were no medical exemptions filed. All other exemptions filed were evaluated by the DCs and HR and all granted contingent on acceptance of accommodations. Two individuals who will be separating, one was out on long term disability and the other declined accommodations. Physical copies of vaccination cards are being kept.

## **IX. COMMISSIONER COMMENTS**

Commissioner Gamble-The support service vision is something that will benefit and valuable for the members and community, very excited about it. Kudos to Dale and the finance team for a smooth audit.

Commissioner Kelling-Is there an update on where the district stands on the vaccine mandate? Chief Brooks went back to his administrative report and that update as discussed. Is there an idea of the impact of loss in the fire department and sheriff's office as it relates to calls and the inability to respond to calls? Visited TCOMM and was able to talk with the director and a dispatcher, it was eye opening. Appreciated the active code list so he can understand alerts. Watched roll in of Truck 31 and thought it was great. Chief Brooks responded saying he is in contact with Medic One and TCOMM. All law enforcement is gathering metrics and have a new code in the CAD system. There is roughly a 15% increase since the new law went into effect for calls.

Commissioner Hetzler-Ditto to what Commissioner Gamble said. Was able to watch Truck 31 roll in and thought it was a cool tradition.

Commissioner Kirkbride-Very pleased with the work that Dale and his team does for the agency. Everything went great with the audit and I thank you for that. One question I am going to bring to the city meeting is an update in regards to the alternate responses in adding some staff. Chief Schmidt shared that she got an update from Commander Mac with LPD. Their MOT team is fully functioning. They are dispatch capable via TCOMM.

Commissioner Roberts-Welcome Chris Gorman! Thank you for all the work you've done and will do. Thank you Dale for a great budget. Commend the Chief and two DCs for navigating the Covid vaccine/exemption situation. Handled it with grace and knowledge. Thank you for getting us through the difficult time.

## **X. CORRESPONDENCE**

- A. Citizen wrote letter and stopped in to personally thank Paramedic Preston Wallace for his service on a call that involved her son.
- B. Thank you received from the people who came to take our old engine to Mexico. Unfortunately, we received a call that the engine broke down in California and was parked at a state park. Have not received an update if it has been retrieved or not.
- C. Chief Schmidt shared that her husband and his team with Impact NW were invited to go to Belize to help set up an EMS system after natural disaster. While he was there, he actual found our old engine we transferred to Belize a few years ago. The people were very appreciative and excited to show off the engine to him. It was well maintained and the pride of their fleet.

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

A. Mr. Hartz commented that the whole aspect of the meeting was impressive and thank you.

**XII. REQUEST FOR EXECUTIVE SESSION**

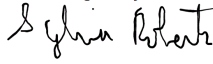


A. In Accordance with RCW 42.30.140(4)(a) regarding discussion of collective bargaining strategies




The Executive Session began at 7 p.m. for an estimated 15 minutes. The regular meeting resumed at 7:16 p.m. with no action taken.

**XIII. ADJOURNMENT**

The meeting adjourned as of 7:17 PM.

*Next Regular Meeting: October 21, 2021 – 5:30 p.m.  
Available via remote meeting.*

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 ATTEST: District Secretary