

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

October 21, 2021

Commissioner Kirkbride
Commissioner Hetzler
Commissioner Roberts
Commissioner Kelling – attended via Zoom
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 Kirkbride
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 7, 2021 of the Board of Fire Commissioners meeting.

B. Warrants:

- General Fund 001 (Acct #6630) checks numbered 22820 through 22833 and electronic fund transfers (EFT) #5030 and 5031 for a total amount of \$437,754.27

- General Fund 001 (Acct #6630) checks numbered 22834 through 22843 and electronic fund transfers (EFT) #5032 through 5034 for a total amount of \$93,573.29
- Equipment, Repair and Replacement Fund 103 (Acct#6636) electronic fund transfer number 5009 for a total of \$5,167.20
- 2017B Capital Projects Fund 307 (Acct #663B) electronic funds transfer (EFT) number 5014 and bank draft number DFT00824 for a total amount of \$8,766.12

C. Payroll 10A 2021 in the amount of \$1,303,831.29

MOTION: To approve the consent agenda.

Motion: Commissioner Hetzler
Second: Commissioner Gamble
Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride reported from the October 20th meeting:

- The regular meeting was cancelled for lack of agenda and low attendance.

Commissioner Kirkbride reported the following related to the West Region EMS council:

- West Region EMS Council, the next tier up in the EMS system, has a number of council board positions open. The DOH is pressuring WREMS Council to get those positions filled. As alternate to the WREMS Council from the Thurston County EMS Council, and as a member of the recruiting committee, Commissioner Kirkbride is requesting LFD Commissioners to refer potential candidates for the WREMS Council; Kirkbride will make contact with any potential candidates. Kirkbride distributed a roster from WREMS providing a listing of open positions with qualification for the positions.
- Next meeting in November

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

No report; next meeting November 12th

C. City/District Liaison

Commissioner Roberts reported from the October 19th meeting:

- Most discussion related to the area off Carpenter Road and Martin Way that has been identified as an area to relocate RVs from Ensign Road. The area belongs to the County and is within the LFD service area, and would need a lot of infrastructure development to safely accommodate a relocation to the area. There are a lot of questions still to be answered, and the County seems to be listening to the concerns of LFD and the City of Lacey. The County is currently in the permitting process, and has provided some initial site development plans for discussion. The next meeting is a presentation by the County on the 4th.
- No new information on the Hawks Prairie Development with tribe.

D. Thurston County Fire Commissioners Association

Commissioner Hetzler reported from the meeting:

- Best presenter the TCFCFA has had – LFD MSO Karen Weiss. Represented us extremely well. Her presentation was Transport issues, but she took a step back and discussed how we ended up in this situation. She was asked some hard questions and fielded them well.
- Ongoing discussion about the EMT class

E. Thurston Regional Planning Council -

No report; next meeting November 5th.

Per request by Commissioner Kelling, Chief Brooks distributed a copy of the next TRPC meeting agenda for the Board to review and provide any input to Commissioner Kelling.

F. Community Outreach

Chief Brooks shared:

- LFD continues to focus on virtual engagement. While the District was not contacted directly by the schools for fire education month, LFD has offered and made materials available to them.
- Hosted a child car seat inspection station in September with low attendance, so will pull back on those.
- Senior Safe @ Home program – continues to reap benefits. Coordinator DeBell is working on additional revenue sources and partners. Home Depot is stepping up to help with funding for specific items such as fire extinguishers.

G. Capital Facilities and Equipment Activities

Chief Brooks shared:

- Director Chambers is working with the shop to outfit the 2 new engines. When completed and in service, all LFD front line and reserve engines will be essentially identical.
- Ladder in service for a few weeks – hearing positive reviews about that.
- VRF project – continuing to refine plans. Invited for an in-person conversation with City Manager and Fire Chief about costs of VRF.
- Continuing to work through warranty process with 34
- Continuing to work through refinements for St 33 expansion
- Vehicle exhaust system components to land – mid Nov to mid Dec. to be housed at St 31, moving pieces as needed for the other stations. St 35 first, then 33, then 31 for install.
- TCOMM remodel – signed owner authorization for them to start permitting process with City of Lacey. Chief Cox and soon to be Director Hill from TCOMM to coordinate timing of generator install so as not to impact Academy. Also received proposed lease with TCOMM back from attorney review.
- Also working on lease agreement with TCSO for their space at the TEC.

VI. OLD BUSINESS

- A. COVID Emergency Declaration Status – no report.

VII. NEW BUSINESS

- A. 2022 Budget Presentation

Director Hough provided a PowerPoint presentation of the proposed 2022 budget. It includes:

- Additional FTEs – firefighters/paramedics to cover those retiring/resigning/promoting and additional new positions with the intent to staff the Aid Unit, a Logistics Technician, an HR Generalist/Executive Assistant, funding for the 2 AC positions (one promoted in 2021) and it includes the 3 hired this year for the Support Services Program.
- COLA up to 5.5% depending on contract and position, market rate wage adjustments around 5-8% for most positions, and bargained wages/COLA per the contract (not yet signed)
- Firefighter Academy for new firefighters; intend to open to partner agencies creating small revenue stream
- Total revenue of slightly over \$36 million

- Total expenditures of slightly under \$30 million, plus transfers and bond payments totaling expenditures of slightly over \$31 million. Wages and benefits comprise 87% of budget.
- 16% ending cash reserve

VIII. ADMINISTRATIVE REPORT

Chief Brooks shared:

- The staff recommendation for adopting the budget is a public hearing at the November 4th meeting, and adoption at the November 18th meeting. The labor agreement is in the tentative agreement stage; the plan is to have it available for Board approval at the meeting on the 18th as well. The proposed budget does include bargained costs. The District has been informed that a resolution is not required if a levy lid lift has been approved, but a certificate is still required to inform the County of the property taxes we will claim.
- Flu shots – next Wed 0730 or 5 pm
- Three weeks into the job, Director Gorman is already making a significant positive impact for chronic need EMS calls. He also continues to operate as a Chaplain; he was able to engage with the spouse at a recent successful resuscitation in St 35 area.

IX. COMMISSIONER COMMENTS

Commissioner Gamble – thanks to Dale and his team for the budget presentation; it was clear, concise and easy to follow.

Commissioner Kelling – appreciate the opportunity to attend the 2021 WFCA Annual Conference in person.

Commissioner Hetzler – thanks to Commissioner Kelling for representing the Board at the conference. Snure Seminar this year did not have as many new items to report.

Commissioner Kirkbride – thanks for attendance at the Snure Seminar. A chart from a Fire / EMS blog published on means of death (firearms, falls, COVID, etc) in older Americans provides perspective on the damage COVID has done in the older American population. Thanks to Dale and his team for continuing to do outstanding job. The clear, logical presentation is appreciated. Please thank all on your team. We received an email about our new contract support provider Mike Washington; the video link provided was really moving. Having him able to help our members is beyond words. Great resource.

Commissioner Roberts – attended the Snure Seminar, echo Commissioner Hetzler comments. Dale – thank you. Really – thanks to everyone. Seeing everything chugging along so smoothly makes our job easier and the jobs you do for us and our community.


X. CORRESPONDENCE - none

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT - none

XII. ADJOURNMENT


The meeting adjourned as of 6:17 PM.

*Next Regular Meeting: November 4, 2021 – 5:30 p.m.
Available via remote meeting.*

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Chair


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Vice Chair

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ATTEST: District Secretary