

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

November 18, 2021

Commissioner Kirkbride
Commissioner Hetzler
Commissioner Roberts
Commissioner Kelling
Commissioner Gamble

The meeting was held in person 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 Kelling
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT – no comments

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the November 4, 2021 of the Board of Fire Commissioners meeting.

B. Warrants:

- General Fund 001 (Acct #6630) checks numbered 22852 through 2288, electronic fund transfers (EFT) #5035 through 5038, and bank draft (DFT) DFT00836 for a total amount of \$625,387.68
- Equipment, Repair and Replacement fund 103 (Acct#6636) check numbered 22882 for a total of \$994.

- 2017B Capital Projects Fund 307 (Acct #663B) check numbered 22883, electronic funds transfer (EFT) number 5015 and bank draft number DFT00837 for a total amount of \$54,555.52

C. Payroll 11A 2021 in the amount of \$1,360,723.66

MOTION: To approve the consent agenda.

Motion: Commissioner Kirkbride

Second: Commissioner Gamble

Carried: Unanimous

Commissioner Kirkbride asked for several clarifications on the warrants:

- What is L2903 PAC for? (Dues the members pay to the Union, it is a pass through)
- Payment to Charles Schwab / Decision Point? (deferred compensation contributions)
- Payment to Across the Street Productions? (training registration for a Lt Hammond to obtain Blue Card instructor qualification. Blue Card is our incident command management system)

V. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride reported from the November 17th meeting:

- Discussed the ongoing hospital delays. Olympic has been able to add more ambulances and crews which has helped getting patients to the hospital. The biggest help has been turning the vestibule of the ER into a staging area, with M1 funded FF/EMT to accept the patient from the ambulance to hold until accepted into the ER
- Update on the budget; Medic One is on budget for this year. 2022 budget will be acted on by the Board of County Commissioners in December. They held a work session on it and there were no significant questions or issues.
- Had a presentation by Concierge Care Advisors; they help seniors transition from their home to a care facility. They also do fall prevention and a variety of in-home services. There is no cost; they receive a commission from the places they place the seniors. They would like to meet with LFD staff to explore working together.
- The WREMs membership subcommittee identified several positions they believe can be filled. Committee members will be contacting interested parties. The next WREMS meeting is December 1st via Zoom.

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

Commissioner Roberts reported from the November 10th meeting:

- The Executive Director is retiring in January; there will be a retirement event but with COVID, plans have not been finalized
- The new Deputy Director, Kathy Jones Gooding, was introduced

- Financial report - still above in revenue and below in expenditures.
- The TCERN project is delayed about 6 mos. The Training Team has been formed and is led by LFD's BC Ryan Cox
- The 2022 budget was approved, it's approximately 17 million
- The Strategic plan is coming up for review this year – an Admin/Ops Committee is being formed to review
- Beginning in January, Director Wendy Hill and Deputy Director Gooding will be contacting LFD to visit and make introductions.

C. City/District Liaison

No report; next meeting is expected to be in December.

D. Thurston County Fire Commissioners Association

Commissioner Gamble reported from the November 16th meeting:

- Majority of the meeting was a recap of the conference
- Voted on the 2022 officers
- Talked about the election turnout being really low and how to improve turnout
- A lot of discussion about Bill 1310. Discussing how the Chief and Commissioners are united in finding solutions
- Discussed that Governor Inslee potentially pushing to change the federal vaccine mandate from business of 100 employees to business of 50 employees

E. Thurston Regional Planning Council -

Commissioner Kelling reported from the November 5th meeting:

- Two main topics were the 2022 work program, which is largely aligned with funding and core elements, and the two legislative efforts the subcommittee will pursue for this upcoming short session
- It was noted that in previous years, multiple legislative topics really were diluted in the limited time of exposure to the legislators from a lobbying perspective, so issues are narrowed down to two for 2022. Transportation really requires federal funding – this includes possibly looking at remedies for the Nisqually Bridge. Secondly, from an information perspective, increasing broadband access and funding for those efforts.
- Intercity Transit is still operating at only 80% capacity due to driver shortage

F. Community Outreach

Chief Cerovski shared:

- Getting prepared for Santamobile and determining routes and neighborhoods. Kickoff event will be the Lacey's Lighted Parade on December 6th
- We continue to fill appointment times in the Senior Be Safe program managed by the Community Outreach group – 12 home assessments have been completed since September. Smoke and CO detectors have been installed, fire suppression aids - stove top suppressors and fire extinguishers have been provided in kitchens. Loose rugs have been secured, other trip hazards corrected, and we have provided additional safety enhancement referrals. We are working with the Lacey Sunrise Lions on two households.
- We've been approached by Affinity of Lacey Senior apartment complex or a fire safety presentation and will be meeting with them.

G. Capital Facilities and Equipment Activities

Chief Cerovski shared:

- Plymovent is underway – the materials are delivered and installation should begin at St 35. Hopefully the entire project will be completed by the end of the year.
- 2 newest engines about 90% complete; our goal is Dec 1 to be in service. We will have a roll-in ceremony at Sts 34 and 35 with notification to BoFC
- Walkthrough tomorrow of 34 to begin to close the construction contract
- Will be submitting a grant application for ISU replacement in this AFG cycle. It's up to a 90 – 10 match for the vehicle and equipment. The grant closes Dec 17th Cost is estimated around \$260,000 for a new vehicle.

VI. OLD BUSINESS

- A. COVID Emergency Declaration Status - no updates

VII. NEW BUSINESS

A. 2022 Substantial Need Resolution

Director Hough noted in the previous budget presentation the question was raised about the need for a resolution; neither the State nor the County requires a resolution. In researching the District's policies, however, our finance policy does require a resolution. Therefore, this resolution is provided for your consideration.

MOTION: To approve Resolution 880-11-21 authorizing an increase in the District's tax levy from the previous year.

Motion: Commissioner Kelling
Second: Commissioner Kirkbride
Carried: Unanimous

B. 2022 Budget and Levy Certification

Director Hough noted the budget presented tonight is the same as we have been reviewing with no changes. Staff recommends adoption of the budget.

MOTION: To approve the 2022 Budget.

Motion: Commissioner Hetzler
Second: Commissioner Kelling
Carried: Unanimous

MOTION: To authorize Steve Brooks, District Secretary Lacey Fire, to sign the levy certification for a total taxes required of \$23,608,787.23.

Motion: Commissioner Kirkbride
Second: Commissioner Hetzler
Carried: Unanimous

C. Final Draft 2022 – 2024 Labor Agreement with Firefighters’ Local 2903

Chief Cerovski presented the draft labor agreement for consideration of approval.

MOTION: To approve the labor agreement between Local 2903 and the District.

Motion: Commissioner Hetzler
Second: Commissioner Kirkbride

Commissioner Kirkbride requested clarification as the document is presented as a final draft. Chief Cerovski noted that the Union had not completed their ratification process, and when completed, a clean copy would be circulated for signature. Commissioner Hetzler amended her motion:

MOTION: To approve the draft labor agreement between Local 2903 and Thurston County Fire District 3.

Motion: Commissioner Hetzler
Second: Commissioner Kirkbride
Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Cerovski shared:

- Lt Hillory Flowers has been promoted to Assistant Chief Health and Safety. She begins on Monday Nov 22nd
- Continue to see outstanding outreach work from the support services division.
- Incident response volume continues to demonstrate we are on track to exceed 16,000 calls this year. This represents a 16% increase from 2020
- Today and tomorrow we are interviewing 26 FF applicants with an expectation of hiring up to 12 with an Academy start date in February 2022. We also expect area fire agencies to contribute financially to place their new hires in our Academy; we could have an academy as large as 25 recruits.
- Tuesday 23rd – District membership will be distributing the Thanksgiving dinners in the community
- The Santa Firehouse event will be at the TEC on December 12th, again a drive through event this year.

IX. COMMISSIONER COMMENTS

Commissioner Hetzler – was there an email sign up for Thanksgiving dinner? (FF Benson sent an email tonight that will be forwarded) I miss the calendar that Chief Brooks provides.

Commissioner Gamble – Frank – thank you for Concierge Care Advisor information. Congratulations to Hillory Flowers

Commissioner Kelling – post-election I was speaking with former Commissioner Gene Dobry – he sends his best wishes to the members and the Board. He misses being a member of the team. Haven't yet seen a Thurston County winter hazards seminar. Happy Thanksgiving.

Commissioner Kirkbride – special thanks to our team involved in developing the agreement with the Local. Also thanks to the Local for their wisdom and cooperation as well. Very important part of the business to take care of the team. Wish all a Happy Thanksgiving. I'm grateful for LFD members that are excellent in their skills and caring individuals in the service they provide to our community. Lastly, was pleased to get a positive report on Brooks' progress.

Commissioner Roberts – Dale – thank you to you and team for an excellent budget. Thank you to Labor Management and the team for putting together the agreement; it is clear there is trust on both sides and that means a lot to an organization. Special congratulations pat on the back to Hillory; I know she will do great in her new position. Happy Thanksgiving to everyone

X. OTHER INFORMATION

Correspondence received last week from a citizen. On Aug 27th my spouse had stroke at our home in Lacey. Fortunately he knew what was happening and we called 911 immediately. The quick response of your team especially the outstanding service and professionalism and crisis problem solving of Kevin (Perry) was directly responsible for the excellent outcome of Dean's condition. After assessment, the crew called ahead and had the stroke team ready. When no

ambulance was available, the crew carried Dean down a one set of stairs to the car. Such creative problem solving in a time sensitive case made all the difference. We owe him and the crew an enormous thank you.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT -

Steve Brooks via Zoom – thank you to the Board and especially the Deputy Chiefs for pinch hitting when we are out of town, and for Commissioner Kirkbride’s kind comments. We were out of town for longer than expected and really appreciate everyone picking up the slack while we were gone; we hope to head back Saturday. Commissioner Hetzler – I’ll get the calendars back when I return.

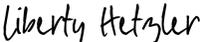
XII. ADJOURNMENT

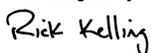
The meeting adjourned as of 6:02PM.

*Next Regular Meeting: December 2, 2021 – 5:30 p.m.
Available via remote meeting.*

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 Chair

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 Commissioner

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 Vice Chair

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 ATTEST: District Secretary