

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

October 20, 2022

Commissioner Kirkbride
Commissioner Gamble
Commissioner Hetzler
Commissioner Kelling
Commissioner Roberts

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

I. CALL TO ORDER

Chair Kirkbride 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 Gamble
Carried: Unanimous

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

None.

IV. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the October 6th, 2022, meeting of the Board of Fire Commissioners.

B. Warrants:

- General Fund 001 (Acct #6630) EFT numbered 5109 through 5112; checks numbered 23283 through 23292 and Bank Draft 1021 for a total amount of \$96,666.84.

- 2017B Capital Projects Fund 307 – EFT numbered 5113 for a total amount of \$4,452.00.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Hetzler
Second: Commissioner Roberts
Carried: Unanimous

V. COMMITTEE REPORTS

A. Thurston County Medic One

Commissioner Kirkbride reported from the October 19th meeting:

- The recent training for Medic One was positive. There was a 66% pass rate. There were six paramedics in the queue.
- As of September 6th, there was 1,906 Thurston County residents who had completed hands-on CPR training. By this time there are normally over 4,000.
- Old business: Chief Schmidt gave an update on the ambulance pilot. The presentation would be valuable for all the commissioners to view.
- The MPD contract: it was recommended to the Board of County Commissioners that they double the amount of hours in the contract and that the MPD would hire an assistant to do the other half. On October 4th, the BOCC approved that change to the contract. On October 6th, the new doctor was on the job.
- New business: five medic units will be surplus, and LFD 3 will receive one of them. It will be 16 months from the time of ordering them to actually receive them. The medic unit will be coming sometime in 2024.
- Approved the reappointment to Western Region EMS Council of Kurt Hardin and Frank Kirkbride.

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

No report – the next meeting is November 9th.

C. City/District Liaison

Commissioner Kirkbride reported from the October 18th meeting:

- There was an update on the potential new police station. They are trying to obtain funding for this. There was money set aside from a grant to purchase a hotel for homeless transitions. This is now possibly be covered by a state or federal grant, which gives them this money back. This money would possibly be used for the new police station.
- Chief Brooks clarified that this is essentially the federal COVID relief funds that were distributed to cities and counties. This money could likely

be used to fund the building of the new police headquarters. The initial cost estimate is \$45 million. The building is to be 18,000 square feet.

- The regional airport was also discussed. There are concerns with having the airport in Thurston County. The biggest problem with the airport would be that there is no infrastructure. A four-lane freeway would have to build from I-5 to Rainier Road. The Port was asked to sponsor an expansion of the Olympia airport, and this was denied. Paine Field is the obvious choice for the next airport, but alternatives need to be considered before a final decision is made. The probability of the airport going forward in Thurston County is fairly low.
- There was a discussion about homeless encampments. WSDOT is moving to remove all of the camps, but in order to do so, they must be housed somewhere. WSDOT is going to buy a hotel for \$15 million. It will cost an additional \$5 million to get the hotel ready to serve the homeless population, including a fence, and then the encampments on DOT property can be moved into the hotel. The hotel is going to be in Lacey.
- Chief Brooks mentioned that the city manager is going to be leaving around the 1st of the year or as early as mid-December.

D. Thurston County Fire Commissioners Association

Commissioner Gamble reported from the October 18th meeting:

- The conference is coming up; proxies need to be turned in this week.
- There was a discussion about the TCFCA and about wildfire mapping being taken over by NASA.
- In the legislative report, it was reported that there is currently legislation for sales tax exemption for fire districts that is being discussed.

E. Thurston Regional Planning Council -

Commissioner Kelling reported from the October 7th meeting:

- Up for discussion was narrowing down the legislative priorities. There are currently seven topics, including the airport. Those topics will be narrowed down in the November and December meetings.
- The two topics that were presented to the legislation last year as the priorities for the county were the I-5 corridor expansion and the broadband access. Those remain on the perspective list. A Rural Projects Package for Yelm, Tenino, Rainer, Bucoda and Grand Mound is also on the list for consideration.
- Commercial Aviation Coordinating Commission (CACC) Update - the council staff director is waiting on a response back from the commission to some of their questions. It will be on December's agenda. The commission is not meeting again until February. Commissioner Kelling shared the Lacey leadership's sentiment that the site designated in Thurston County will remain in the commission's consideration set, and suggested the efforts now should be put into defining the impacts and challenges of having this future Greenfield site in Thurston County."

- There was a public comment on the airport developments. The presentation was very professional and communicated a number of concerns with the way the commission was operating and the apparent lack of transparency in consideration for all the public input provided.
- The next meeting is on November 4th.

F. Community Outreach

Chief Brooks shared:

- The crews have been in many schools during the month of October.

G. Capital Facilities and Equipment Activities

Chief Cerovski shared:

- Aid 34 is under contract with Braun Northwest. Contract just signed for Engine 31 with Pierce Manufacturing. Chief Chris Frost just completed the collection of about \$4 million worth of radios for LFD 3, Olympia Fire, and Medic One. These are being stored at the LFD facility during preparation for the installation process. This is expected to take place into the middle to end of November.

VI. OLD BUSINESS

A. Resolution 884-10-22 Rescinding COVID-19 Emergency Declaration Status: staff report/proposed action (Appendix A).

- Dale Hough shared that from July 2022 through the present, there have been four months of time that has not been billed on. There were 17 members quarantined who required backfill. There were 29 shifts that had to be backfilled. Nearly 700 hours were covered. Will be billing out about \$50,000, which is 90% of what the actual expense is.
- For the entire COVID experience, about \$512,000 has been billed out to FEMA.
- The assumption has been made that because the governor has rescinded the emergency proclamation, the 31st will signal the end of this program.
- Chief Cerovski obtained from legal counsel the resolution with the original declaration statements that were entered into in March of 2020. Per legal counsel's recommendation, there are three itemized sections that stipulate the termination based on the proclamation that those conditions no longer exist. It is staff's recommendation to pass Resolution 884-10-22, which is a rescission of the declared state of emergency and would supersede Resolution 875-03-20.

MOTION: That the board passes Resolution 884-10-22.

Motion: Commissioner Kelling

Second: Commissioner Roberts

Carried: Unanimous.

B. Draft LFD3 Strategic Plan: Board Discussion/Potential Action (Appendix B)

- Chief Brooks shared that the goal is to use the strategic plan as the planning document annually in order to be able to come back to the commissioners with elements of more specificity in the first quarter based on the larger strategic goals. There will be more detailed, measurable elements in each segment to be brought forward in the first quarter.
- There were questions about the accuracy of the organizational chart. Everything was verified to be accurate in the org chart. There was a comment asking about the medical services officer and the assistant chief. Only one direct report was shown, but that is the actual reporting structure. The paramedics report to the lieutenants and the battalion chief on shift. The medical service officer serves as the liaison between Medic One. The reporting relationship for the purposes of the org chart are correct.
- There was also a question about the assistant chief of health and safety. Her primary oversight of individuals is through the peer support or the peer fitness program. She is not the direct supervisor of those individuals. Her line of work is programmatic but not direct supervision.
- There were comments about the reporting period. There was a comment about the spread between the information provided in 2001 to 2022 and the percentage increase in call volume and full time equivalencies as it related to the budget. Staff's proposal was that this element can be easily explained. If there is concern that having the financial information there is confusing, then it would be easiest to just stop after the number of calls and full time equivalencies and address finances separately.
- There was a bullet point about future impacts with a statement provided based on the recommendation of a couple of commissioners discussing how things are funded and about the current anticipated state is as the next period of the strategic plan is launched. Referenced points include the statutory limit, when last at that point, and what the anticipated situation is when entering the strategic planning period.
- Moving into the rest of the document, the references to the potential levy lid lift were removed. There were several parenthetical statements that were decided to be best left to discussion elements in the future, so all of those references were removed.
- Commissioner Kirkbride suggested that specific data on cost increases/budget increases should not be included in order to avoid questions from the public if the information isn't adequately explained. Chief Brooks agreed that if the board finds it acceptable, the two references to the actual budget dollars will be removed to just leave a focus on FTEs and call volumes.
- Commissioner Kirkbride confirmed that the budget increase of \$37 million but because the defense of that increase is not included in the document, it would be best to remove. Commissioner Kirkbride also advocated for removal of a graphic because it is not very readable and includes data from Olympia. Chief Brooks reported that an updated map has been requested, which would show the station locations and the full district boundaries, and that could be included.
- Chief Brooks stated that all the suggested changes were made to the document to make it as clear and readable as possible.

- Chief Brooks stated that the recommendation to the board is to have the document adopted before final adoption of next year's budget. The suggestion is to have everyone look at the revised version of the document and then bring it forward at the next meeting for potential action.
- Chief Brooks also reported that the plan also has a dashboard tool that can be used to measure the benchmarks and track them throughout the year.
- All commissioners agreed that action would be taken on the strategic plan at the next meeting after everyone has had a chance to view the revised document.

VII. NEW BUSINESS

A. 2023-2025 ALS Contract with Thurston County Medic One: Staff Report/Proposed action (Appendix C)

- This includes enhancements to the staffing model for the paramedic units. The staffing model has been unchanged for many years, so this is a good update. The base formula for the staffing of each medic unit went from 9 paramedics up to 9.5. That allows for funding offset and surge capacity. Actively working on the process of filling those positions. It will bring a lot of relief once they are through the training process.
- There was additional funding to help support sending EMTs through the paramedic training program. The document shows the actual cost more closely.
- There is cleanup language regarding accountability and insurance requirements.
- There is an opportunity for an extension of this agreement. This starts at three years but there can be up to two additional annual renewals, to bring it up to five years.

MOTION: To approve the 2023 to 2025 ALS contract with Thurston County Medic One.

Motion: Commissioner Gamble

Second: Commissioner Roberts

Carried: Unanimous

B. Draft 2023 District Budget: Staff Report

- Dale Hough presented a PowerPoint of the proposed 2023 budget and explained the budget projections.
- Chief Brooks stated that over the next two weeks, any needed updates to the numbers would be made. The next meeting would be declared the public hearing of the budget, with request for approval of the 2023 budget at the second November meeting.

C. Bid Submissions for Construction of Vehicle Repair Facility Expansion Project: Staff Report/Potential Action

- Tuesday was the declared submission of the bids. Thanks to Chief Cerovski and Chief Frost for managing that process along with the architects and engineers.
- Chief Cerovski reviewed the bids which were invited starting on the 13th of September and closed on October 18th. The lowest bid is from Christensen, Inc., for \$2,784,000. This company who submitted the lowest bid has experience with Lacey Fire District 3 as well as experience with prefab metal buildings.
- Staff's request is that Christensen, Inc., will be issued a notice to proceed.

MOTION: To authorize the Chief to sign a construction contract agreement with Christensen, Inc.

Moved: Commissioner Kelling

Second: Commissioner Hetzler

Carried: Unanimous

VIII. ADMINISTRATIVE REPORT

Chief Brooks reported:

- Each commissioner received a copy of a book that was authored by a former member of the district. Paul Webb's father Dick was one of the founding fathers of Lacey Fire District 3 in the 1940s.
- There was a recognition event at the beginning of the month. One member was not present to receive his 20-year pin. Commissioner Kirkbride achieved his 20-year pin on June 15th of this year.
- Anticipate being scheduled next week for the exit interview for the audit.
- Chief Schmidt has been working with a family who were benefactors of bystander CPR on the Capitol City Golf Course. The hope is to bring them in sometime in November.
- Thanks to Chief Cerovski for facilitating a retreat focused on the administrative staff and the assistant chiefs.
- Chief Brooks will be traveling to the commissioner conference next week in his role as the state chiefs president. Will be presenting at the opening ceremonies and has a small role on Friday at the banquet.
- Chief Schmidt reported on the operations side that there was technical training taking place over the last couple of weeks. Five members took part of Trench Rescue at Station 91 last week. The swift water training group was out this week.
- There was a fatality car crash this morning. It was a difficult call. The crew that transported the fatality also had three overdoses a few hours previous to that. Each of the calls took several hours to manage. Chief Schmidt pointed out that the work of strategic planning and budgeting all goes to support the hard-working crews that work in these difficult situations.

IX. COMMISSIONER COMMENTS

Commissioner Hetzler – thanks to Dale for the presentation. Thanks to everyone for their hard work on the strategic plan. To follow up on Commissioner Gamble's

comment at the last meeting about the documentary in Tacoma, it is now on YouTube and available to view; will send out the link.

Chief Brooks shared that the documentary will be played on October 24th at Yelm Cinemas.

Commissioner Kelling – thanks to the leadership for their clear presentation of valuable information to review.

Commissioner Gamble – thanks for the hard work of putting together all the information in an easy-to-read format.

Commissioner Roberts – the budget and strategic plan are incredibly well-done and thought-out. Thanks to Dale for his hard work on the budget. It is good to see the COVID is continuing to move to the background and things are moving back to normal. Will be attending the next meeting via Zoom.

Commissioner Kirkbride – there was a report out last summer that said on a national average, fire station construction costs from May of 2021 to May of 2022 went up 39%. It is encouraging to see the numbers presented in the budget and all the hard work that went into it. Regarding COVID, at the EMS Council, Dr. Fay's concerns about hospital staffing are that under the present rules, they can short-staff in order to take more COVID patients. Now with the emergency mandates expiring, the question is whether staffing requirements go back to pre-COVID numbers, which would reduce the number of patients that can be cared for. The governor is removing his emergency mandates, but the Department of Health is not, so the staffing situation should remain as it is for the present time.

Chief Brooks clarified that they are still awaiting formal action from the Department of Health, but that is anticipated to happen soon.

Commissioner Kirkbride reported that he had handed out before the meeting a report on the use of hydrogen for fuel that was presented the house hydrogen caucus on 10/14. Commissioner Kirkbride shared his concern about the use of lithium ion batteries in vehicles and reports that this document addresses those issues.

Commissioner Kirkbride reminded the commissioners to avoid using Reply All when responding to emails. Also reminded that all official emails must be kept and maintained and cannot be deleted.

Commissioner Kirkbride stated that when operating on four shifts started, the plan was to see what savings would take effect, versus three shifts. He requests a summary of whether this strategy is working as anticipated or whether the three-shift plan is a better model to follow.

X. CORRESPONDENCE

None.

XI. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

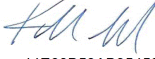


XII. REQUEST FOR EXECUTIVE SESSION

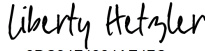


A. In accordance with RCW 42.30.110 (1)(g) to review the performance of a public employee.

XIII. ADJOURNMENT

The meeting adjourned as of 7:09 PM.

*Next Regular Meeting: November 3, 2022 – 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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 ATTEST: District Secretary