



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
October 12, 2021**

MINUTES of the regular Board meeting held October 12, 2021, as a video-conference call, at the South Bay Station 8-1. Commissioners Kilpatrick, Harper, Bivens and Long were in attendance. Chief VanCamp Assistant Chief LeMay, and Secretary Stumpf also participated. Commissioner Zvirzdys was unable to attend. The meeting was called to order at 5:31 pm.

**Chief's report:** Using a handout, Chief VanCamp reviewed the September 2021 Monthly Report. Questions were asked for clarity. Topics of discussion included:

- Fund balance reversal error
- Technology update
- Blood drive update
- Waste in an organization
- Using Powerpoint slides, Assistant Chief LeMay provided a detailed report on recruitment and retention. The report reflects that we currently have 31 active responders. In 2019 we had 56. We have many members on leave of absence. He explained the value of volunteers that are certified for both firefighting and are EMTs. They are more valuable if they are qualified drivers. The start-up cost for a new volunteer is \$3,618. Following his presentation, questions were asked for clarity.
- The status of repairs at Station 8-3 were discussed – and the cost is under \$3,000. Questions were asked about the electrician's inspection.
- The status of mandatory vaccinations was discussed.

**2022 Budget Process:** Using a handout, Chief VanCamp shared and reviewed revisions to the 2022 Budget Policy Recommendations that included new goals and objectives for 2022 (Section A-2a). A lengthy discussion ensued, and Commissioner Harper offered some suggested changes. Community involvement was discussed, as well as possibly re-ordering the Goals and Objectives. Assessed valuation and property tax revenue estimates were discussed. The Capital Repair and Replacement fund was also discussed. Secretary Stumpf recommended a workshop be held later to focus on the concerns. It was agreed that this topic could be discussed on October 26<sup>th</sup> at the previously scheduled budget workshop, and the start time would be moved up to 8:00 am.

**Draft Policy 3-15-PO-00 Workers' Disability Compensation:** Using a handout, Chief VanCamp requested Board approval for Policy 3-15-00, noting that an edit to the policy was made that includes disability payments should be limited to maintenance of net after-tax compensation. Following a brief discussion, Commissioner Long moved to approve the policy as presented; Commissioner Bivens seconded the motion. The Board unanimously approved Policy 3-15-PO-00 Workers' Disability Compensation.

**Secretary Report:**

**Minutes of Previous Meeting** – Secretary Stumpf presented the minutes of the regular meeting dated September 14 and Special meeting dated September 21 for approval. Following a brief discussion, Commissioner Long moved to approve the minutes as presented; Commissioner Bivens seconded the motion. The Board unanimously approved the minutes as presented.

**Approval of Warrants -** Warrants as audited and certified by the auditing officer, as required by RCW 45.24.080 and those expenses reimbursement claims certified as required by RCW 425.24.090, have been recorded on a listing which has been made available to the Board with the last month's meeting minutes. Specific questions regarding some purchases were asked for clarity. As of October 12, 2021, after extensive review and discussion regarding the expenses, Commissioner Harper moved to approve all warrant as presented. Commissioner Long second the motion. The Board unanimously approved payment of warrants included in that list and further described as follows:

<u>General Fund (6680)</u>	Warrants 19523-19529	Totaling \$6,747.45
	Warrants 19531-19539	Totaling \$9,144.94
	Warrants 19549-19556	Totaling \$10,916.19
<u>Payroll Fund (6680)</u>	Warrants 19540-19548 & EFT9-27a-z	Totaling \$194,223.96
	Warrants 19557-19608 & EFT10-5a	Totaling \$50,644.89
CR&R Fund (6681)	Warrant 19530	Totaling \$2,174.41

**Announcements:**

- Secretary Stumpf reminded the Board of the October 26<sup>th</sup> Special Meeting. She also mentioned the up-coming WFOA conference.

**Action Items:**

- AC LeMay will provide the Board with a copy of the Recruitment & Retention slide presentation.
- Chief VanCamp will follow-up on the questions regarding the electrical inspection for Station 8-3.
- Secretary Stumpf will update the time for the October 26<sup>th</sup> Special Meeting.
- Corrections will be made to the fund balances on the Monthly Report.

**Adjourn:**

The Board announced that next regular meeting is scheduled for November 9, 2021, beginning at 5:30 pm. There being no further business, the motion was made and seconded to adjourn. The motion was passed, and the meeting adjourned at 7:07 pm.

**Exempt Session:** (As per RCW 42.30.140 (OPMA)) At 7:12 pm, the regular meeting began an exempt session. The purpose of the session was to discuss labor issues. The estimated time was thirty minutes. The session concluded at 7:45 pm and the regular meeting reconvened. No actions were taken.

**ATTEST:**


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Gloria Zvirzdys, as Chair for TCFPD 8

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Daniel Bivens as Commissioner for TCFPD 8

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Douglas Kilpatrick, as Commissioner for TCFPD 8

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William Harper, as Commissioner for TCFPD 8

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Pamela Long, as Commissioner for TCFPD 8

  
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Heidi Stumpf, District Secretary for TCFPD