



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
December 11, 2018**

MINUTES of the regular Board meeting held December 11, 2018, at the South Bay Station 8-1. Commissioners Engle, Harper, Gleckler, Berman and Zvirzdys were in attendance. Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were also present. Steve Hatton from the engineering firm Hatton, Godat, Pantier, was also in attendance. The meeting was called to order at 5:30 pm.

North Olympia Station 8-3 Repair Update: Chief VanCamp welcomed guest Steve Hatton and explained that in June Mr. Hatton presented a design proposal for the fire suppression water storage system at Station 8-3. His recommendation was to replace the underground pipe and add a robust pressure sensing valve as well as a new water-level indicator board. The estimated cost would be approximately \$25,000. Following the presentation, Commissioner Berman offered an alternative repair option that was considered; however, since our master plan includes using Station 8-3 for upwards of 25 years, Chief VanCamp recommends Mr. Hatton's proposal, also noting that there is little price difference between the two options. Using a handout, Chief VanCamp clarified the recommendations:

- RECOMMENDATION 1: Due to the narrow difference in cost (*the alternative was offered as a cost saving measure*), I recommend that the District engaged in a public works project of the original (May 9th) scope to install an improved water supply system to the reservoirs as specified by Mr Hatton.
- RECOMMENDATION 2: I recommend that the District issue a change order to the current agreement with Hatton Godat Pantier to provide engineering services to determine the condition of the two existing 23,000 gallon above-ground water tanks with respect to pertinent Fire Code requirements, and provide a report back on recommended repairs or upgrades (if any) in order to ensure safe and reliable continued operation, and if possible, potential compliance with current codes and regulations.
- RECOMMENDATION 3: I recommend that the District issue a change order to the current agreement with Hatton Godat Pantier to provide engineering services to evaluate and determine the requirements for emergency electrical generator capacity to provide uninterruptable full-load supply for the Station 8-3, Station 8-3 Annex and Station 8-3 fire protection system operation in the event of loss of commercial power supply, and provide a report back on their recommended course of action.

A lengthy discussion ensued that involved questions for clarity and comments from Board members that included: Commissioner Berman offering alternative suggestions; Commissioner Gleckler requesting a quote for the evaluation recommendations, to which Mr. Hatton estimated \$5,000; Chief VanCamp expressing the need to be compliant with any decision the District makes; Commissioner Zvirzdys asking specific questions about code; Commissioner Engle suggesting recommendation 1 doesn't need to be done immediately; Commissioner Harper reminding the Board that the adopted master plan calls for no significant upgrades until we're staffing two stations on a regular basis. Following the discussion, Commissioner Gleckler moved to accept recommendations 2 and 3 for an estimated cost of \$5,000 for engineering firm Hatton, Godat, Pantier to provide engineering services as noted above, and to defer recommendation 1 until cost estimates can be determined. Commissioner Berman seconded the motion. The motion passed with three yes votes (Commissioners Gleckler, Berman and Harper), and two no votes (Commissioners Engle and Zvirzdys).

Chief's Report: Using a handout, Chief VanCamp presented the November 2018 Monthly Report. Questions were asked for clarity that included: ladder issue; changes to linen service; homeless camp on the trail; new (black) bunker gear; staffing at Station 8-3; officer shortage and promotional process.

Promotional Process: Chief VanCamp explained the promotional process for new lieutenants. We are using Public Safety Testing which begins in February. The process includes testing, interviews, and background tests for a target date of April/May for position to begin.

Expense Budget 2019: Using a handout, Chief VanCamp briefly reviewed the proposed 2019 expense budget, noting that the changes made reflect new revenue figures and the addition of two new temporary lieutenant positions. Following a brief discussion, Commissioner Gleckler moved to approve the budget as presented; Commissioner Zvirzdys seconded the motion. The Board unanimously approved the 2019 expense budget.

Resolution 18-08 Alternative Fuels: Using a handout, Chief VanCamp explained the need for the resolutions is a housekeeping item. He further went on to explain that the Legislature passed a new law in 2016, effective June 1st of 2018 (RCW 43.19.648) that local governments may have to satisfy 100% of their vehicle and equipment fuel needs from electricity and/or biofuel sources. However, the statute permits local governments, to opt out of the requirements with the adoption of a resolution establishing the rationale for doing so. Section 2(c) of the statute provides that prior to the District executing its authority to exempt itself, we must provide notice to the Washington State Department of Commerce of the exemption. Such a notice must include the rationale for the exemption and an explanation of how the exemption is consistent with the rules adopted by the State. As of June 2016, the Department of Commerce has not adopted any rules. Chief VanCamp added that legal counsel recommended that the District begin to identify reasonable approaches toward addressing future State rules when issued. The draft Resolution 2018-08 provides for a rationale for targeting nonemergency vehicle purchases. Following the explanation, Commissioner Gleckler moved to approve the Resolution 18-08 as presented. Commissioner Harper seconded the motion. The Board unanimously approved said motion.

District Volunteer Resident Responder Program: Chief VanCamp provided an update on the resident program stating that we are looking for rentals and have some leads he is exploring. We have a couple members interested; however one has children. It's been determined that only responders should live in the rental. We will also be seeking recruits from outside our agency.

2019 Conferences and Travel: Using a handout, Secretary Stumpf presented a proposal for travel and conference attendance for 2019 that also included the 2018 proposed and actual. She noted that Assistant Chief LeMay has been added to the report. Following a lengthy review and discussion, with a suggested minor change, Commissioner Gleckler moved to approve the proposal as provided (with one change). Commissioner Zvirzdys seconded the motion. The 2019 Conferences and Travel were unanimously approved.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular meeting dated November 13 and Special meetings dated November 9 and 29th for approval. Commissioner Gleckler moved to approve the minutes as presented; Commissioner Harper 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 such as food for meetings and the high cost for "My Sidewalk" software. Chief VanCamp went on to explain the new software used existing Emergency Reporting data to produce community risk assessment information and would save him time producing the monthly report. A lengthy discussion with questions asked for clarity ensued. Commissioner Harper requested more information on the program and Commissioner Zvirzdys requested estimates of where savings could be made up elsewhere to offset the cost of the software.

As of December 11, 2018, after extensive review and discussion regarding the expenses, Commissioner Gleckler moved to approve the warrants as submitted; Commissioner Harper seconded the motion. The Board approved payment of those warrants included in that list and further described as follows:

<u>General Fund (6680)</u>	Warrants 16480-16502	Totaling \$35,160.72
	Warrants 16521-16537	Totaling \$9,410.34
	Warrants 16538-16549	Totaling \$11,585.89
Payroll Fund (6680)	Warrants 16477-16479 & 16503-16504	Totaling \$13,068.03
	Warrants 16505-16520 & EFT11-27a-r (16507 & 16508 were voided)	Totaling \$141,003.70

2019 Board Meeting Dates: Using a handout, Secretary Stumpf presented a proposal for 2019 Board meeting dates, noting that they are the same as this year – the 2nd Tuesday of each month, beginning at 5:30 pm. Commissioner Harper moved to accept the dates as proposed. Commissioner Gleckler seconded the motion. The Board unanimously approved said motion.

Announcements:

- Secretary Stumpf stated that the District recently concluded an accountability audit with no findings or issues.
- Secretary Stumpf reminded the Board that nominations for Board positions will be at the January meeting. Please be thinking of who to nominate. Commissioner Harper commented that he would like to continue as the labor representative.

Commissioner Comments:

- Commissioner Gleckler gave reminders of: the graduation on the 12th at SPSCC; Legislative Day on January 24th; and the crab feed on March 9th.
- Commissioner Harper commented on an NPR report on a shortage of recruits (for police) and how some cities are "poaching" from other cities. The report had some information about generational change that could be applicable to the fire service.
- Commissioner Gleckler asked questions about the recent safety committee minutes.
- Commissioner Berman commented that he hasn't been attending many one-on-one meetings with the Chief, but wishes he had discussed the repairs at Station 8-3 with him prior to the Board meeting.

Action items from the meeting:

- Recommendations 2 and 3 for the fire suppression water storage system at Station 8-3 will be followed-up.
- The Board will be kept informed of the progress with the promotional process.

- Resolution 18-08 will be filed
- Rental properties to house a resident program will continue to be explored
- A timeline for the temporary fire fighter and lieutenant positions will be created
- More information will be provided on the My Sidewalk software program as well as estimates of where savings could be made up elsewhere to offset the cost of the software.

Adjourn:

The Board announced that next regular meeting is scheduled on January 8, 2019, beginning at 5:30 pm and will be held at the South Bay Station 8-1. There being no further business, the motion was made and seconded to adjourn. The motion was passed and the meeting adjourned at 8:00 pm.

ATTEST:

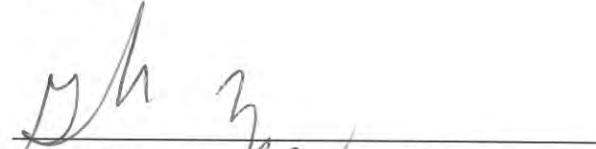
Tom Engle, as Chair for TCFPD 8



Richard Gleckler, as Commissioner for TCFPD 8



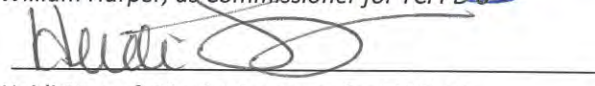
Michael Berman, as Commissioner for TCFPD 8



Gloria Zvirzdys as Commissioner for TCFPD 8



William Harper, as Commissioner for TCFPD 8



Heidi Stumpf, District Secretary for TCFPD 8