



**Thurston County Fire Protection District 8
Board of Fire Commissioners' Meeting
March 13, 2018**

MINUTES of the regular Board meeting held March 13, 2018 at the South Bay Station 8-1. Commissioners Harper, Zvirzdys, Engle, Gleckler and Berman were in attendance. Chief VanCamp, Assistant Chiefs LeMay, McBride and Kilpatrick and Secretary Stumpf as well as several public guests also attended the meeting. The meeting was called to order at 5:30 pm.

Public Comments: Camille Pederson commented that she like the handout from last month's Board meeting discussion on Master Planning. She also asked some questions for clarity.

SBFFA Update: Assistant Chief Kilpatrick provided a brief update on the Association, sharing a brief overview of the 40th annual crab feed held on March 10th. It was a huge success and thanks were given to those who participated and Shane Frost for his leadership.

Drivers' Training Book: Battalion Chief Les Robinette gave a presentation on the recently revised Driver's Training Task Book. He explained the process that members go through to become qualified drivers (including classroom time; drive time on various apparatus and skills course). He also explained the Operations Support Program (OSP) which allows qualified members to still volunteer their time without having to be assigned a shift. They are primarily on-call to drive a tender to a fire scene when needed. A lengthy question and answer session ensued. Assistant Chiefs LeMay and Kilpatrick also provided input on the training and OSP programs.

Chief's Report: Chief VanCamp reviewed the February Monthly Report. Questions were asked for clarity. The Boston Harbor Station 8-3 fire protection water supply system design is being drafted by engineering firm of Hatton Godat Pantier. Final recommendations will be brought to the Board for approval. The District is looking at a possible HVAC service agreement for South Bay Station 8-1. Also discussed an electrical drain on Utility Vehicle 8-1.

Master Plan Update: Chief VanCamp provided a brief overview of the master planning workshop progress. Consistently staffing our two main stations remains the top overall priority and work is continuing to implement the staffing plan adopted in 2017. The Board has agreed to focus future deployment planning on a two-response station concept as this was found to be the most cost-effective. This plan would include two full response stations, one centrally located on each peninsula with a headquarters/training center in the South Bay area serving as a stand-by station if the Department is short-staffed. The initial priority would be on response on the Eastside (Johnson Point area). The current Boston Harbor Station 8-3 would be expected to be used for at least 25 years and require some updates and capital investments. Any proposed changes to the headquarters and training center have not been finalized yet. A five-mile response map will be reviewed by the Board at the next workshop. Commissioner Harper added comments regarding other existing facilities. The current assumptions are that the Puget Beach and 78th Street properties would be offered for sale. The Libby Road and Zangle stations are being considered to be sold as well. The existing Johnson Point station would be retained on an interim basis to support resident response until a new station, more centrally located on the peninsula is in place. A public presentation is being prepared for a Public Meeting to be held on Monday, April 30th. The intent is to then consider feedback from the public before adopting any plans. Once a plan is adopted, action could be taken to surplus unneeded properties and to initiate a resident program. Questions were asked for clarity that included increasing numbers of EMS calls; paramedic assistance; and changes in ALS protocols. Questions were also asked about District 3's signage and annexation of Urban Growth areas into the city of Olympia.

Secretary Report:

Minutes of Previous Meeting – Secretary Stumpf presented the minutes of the regular February 13th Board meeting for approval. Following a brief discussion, Commissioner Gleckler moved to approve the minutes as presented; Commissioner Zvirzdys 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. Questions regarding some purchases were asked for clarity. As of March 13, 2018, after extensive review and discussion regarding the expenses, Commissioner Harper moved to approve the warrants as submitted; Commissioner Gleckler 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 15572-15596	totaling \$42,832.92
	Warrants 15597-15614	totaling \$18,086.60
	Warrants 15635-15651	totaling \$15,165.66
	Warrants 15652-15675	totaling \$16,517.10
<u>Payroll Fund (6680)</u>	Warrants 15615-15634 & EFT2-27a-l	totaling \$113,585.59
<u>CR&R Fund (6681)</u>	Warrant 15595	totaling \$231.65

Announcements – Secretary Stumpf reminded the Board of upcoming meeting dates.

Commissioner Comments:

- Commissioner Berman thanked Battalion Chief Robinette for his presentation.
- Commissioner Harper commented that he’s pleased with the positive trend with staffing again this month, especially at Station 8-3.

Follow-up Items: Action items from the meeting:

- Master plan workshops will continue to evaluate facility options

Executive Session: At 6:25 pm, the regular meeting adjourned to executive session. The purpose of the meeting is to discuss labor negotiation issues as per RCW 42.30.110. The estimated time was fifteen minutes. At 6:40 pm the Executive Session concluded and the regular meeting convened. Following the meeting, no actions were taken.

Adjourn:

The Board announced that next regular meeting will be held on April 10, 2018, 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 6:41 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 as District Secretary for TCFPD 8